

EMPLOYMENT OPPORTUNITIES

You are welcome to complete the application form found on this site. Once we receive the application, we will notify you if we have current openings or add you to our list of candidates for future openings.

Lead Teacher Position

Qualifications:

- BA or AA in Early Childhood/ Education OR
- FACS OR
- Child Development Associate Certificate OR
- BA with 1-year work experience in childcare/teaching

Desired Characteristics:

- Enthusiastic, friendly, patient, good moral character
- Understands and appreciates children
- Works well with other staff members

Duties:

- Plans and implements curriculum for the class
- Maintains daily, weekly and monthly written plans for the class
- Sets standards of conduct and limits for the children with positive guidance
- Maintains a safe and healthy environment in the classroom
- Supports social and emotional development of children
- Helps each child grow in the best possible way by advancing motor skills and intellectual competence
- Establishes positive and productive relationships with parents
- Completes observation forms and conducts parent conferences.
- Sets up room for day's activities (with assistant's help).
- Leads children through daily schedule.
- Maintains classroom supplies, rotates toys weekly, and purchases extra materials with room money.
- May be assigned other duties by the Director, such as a curriculum-planning day.
- Maintains a commitment to professionalism by adhering to the NAEYC Code of Ethics, attending staff meetings, completing 10 hours of continuing education each year and interacting positively with other staff members.
- Assigns tasks to assistant teacher as needed.
- Reports to the Director of the Day School.
- Terms: Monday to Friday 8:30am to 1:00pm, August through May, according to the school calendar.

Starting salary: \$11,000 per year, 5 days a week with 9 paid days off; \$8,855, 4 days a week with 8 paid days off; \$6,650 per year, 3 days a week with 6 paid days off

How to apply: Complete the application form from the website emmanuelathens.org. Email to dayschool@emmanuelathens.org **Or** FAX 706-208-3790 **Or** mail to: Emmanuel Episcopal Day School, 498 Prince Avenue, Athens, GA 30601 dayschool@emmanuelathens.org 706-543-1294 ext. 207, 706-208-3790 (fax)

Equal Opportunity Employer