



Sewickley Presbyterian Church

LIVE · GROW · SERVE

Position Title: Teacher

Responsible To: Director of FriendShip Preschool

Principal Function

Provides a developmentally based preschool program for an assigned group of children in a manner consistent with the philosophy and direction of the FriendShip Preschool Subcommittee. Supervises one Teacher Assistant and provides for a partnership with parents.

Education Requirements

College degree in early childhood education or child development. Previous experience working with children in a group setting.

Specific List of Responsibilities

Assesses the developmental, emotional and educational needs of children

1. Utilizes current child development theories which reflects the FriendShip Preschool philosophy
2. Gathers baseline data on each child prior to the beginning of the school year
3. Identifies and assesses group learning interests from weekly observations of children's play themes, conversations and events of importance to the assigned age group
4. Documents and communicates to parents each child's progress and development late fall and early spring
5. Provides ongoing positive feedback to parents, discussing concerns in a timely fashion
6. Includes parent information in assessments
7. Refers difficult assessments to the Director for guidance on seeking external evaluation

Plans and Implements a developmentally based curriculum

1. Offers a variety of activities in each curriculum and developmental area (physical, social, emotional, cognitive) including experiences each week in language, art, science, mathematics, social studies, music, games and movement
2. Integrates curriculum areas in activities and projects, utilizing play and direct experience as the primary modes of learning
3. Activities are designed to promote children's self esteem and positive feelings toward learning
4. Balances child and teacher selected activities with the emphasis on children selecting from a variety of areas the teacher sets up or teacher guidance of spontaneous activities of the children
5. Provides a curriculum structure which supports children's abilities to work primarily in small groups or individually
6. Adapts curriculum to meet individual abilities and interests
7. Integrates field trips into curriculum
8. Prepares for Director and parents a new monthly calendar at the end of each month

Provides developmentally based teaching strategies and interactions which support growth, learning and positive self esteem

1. Relates comfortably with children through warmth, age appropriate humor, active listening and communication skills
2. Uses positive guidance techniques in developing self-control and social skills such as modeling, redirecting, encouraging expected behavior and setting clear limits
3. Moves among groups and individuals to facilitate children's involvement with materials and activities by asking questions, offering suggestions or adding more complex materials and ideas to the situation
4. Treats all children as unique and special
5. Capitalizes on children's natural curiosity
6. Promotes independence, helping only when needed
7. Is aware of the impact of self on teaching style and group dynamics
8. Leads class at group time demonstrating the ability to positively guide and maintain age appropriate group cohesiveness

Provides equipment and environments that are safe and support curriculum goals

1. Room set up promotes independent use by children
2. Room set up is completed prior to children's arrival yet is flexible and adapted throughout the day as needed, balancing the needs for familiarity, security and novelty
3. Equipment is varied and in good working order and stored in relation to the adjacent work in an orderly fashion
4. Displays the work of children prominently

5. Uses photographs, drawings and other displays to augment themes and curriculum areas, avoiding stylized stereotyped examples
6. Creates curriculum areas providing a mix of open space, quiet cozy areas, floor play and table work area
7. Follows established equipment purchasing procedures

Creates a sense of partnership with parents

1. Communicates regularly with parents
2. Devises ways to assist parents in understanding and becoming involved in the curriculum and projects
3. Makes parents feel comfortable and welcome in the classroom
4. Leads parent conferences in the fall and spring and as needed

Provides for professional development

1. Attends educational conferences/seminars documenting information for the FriendShip curriculum
2. Reads current applicable literature documenting information and titles
3. Integrates learning into practice

Contributes to the smooth operation of the FriendShip Preschool

1. Attends staff meetings
2. Communicates issues and concerns promptly to the Director
3. Collaborates with other teachers developing a positive rapport
4. Provides the Teacher Assistant with daily directions, feedback and guidance
5. Contributes to the public relations efforts of the preschool

Schedule

As per contract.