

Title	On-Call Associate Teacher (Applicant Pool)
Salary	\$15/hour
Job Type	On-call
Job Duties	<ol style="list-style-type: none"> 1. Ability to positively and effectively communicate with families at drop off/pick up transitions, as needed. 2. Ability to confidently lead teacher-planned activities and meet the objectives of the lesson. 3. Ability to conduct formal and informal assessments; document assessments. 4. Effectively communicate, in written or verbal form, any pertinent information to Early Childhood Teachers, and Center Directors. 5. Be a model teacher for early childhood students in the program, and supervise teaching assistants. 6. Attend meetings and family events, as necessary. 7. Obtain a minimum of 24 hours of staff training, yearly. 8. In addition to the NAEYC Code of Ethical Conduct, read, understand, enforce and adhere to the policies and procedures detailed in employee and Family Handbooks. 9. Perform other duties, as assigned.
Job Summary	The role of the Associate Teacher is to work under the direction of the lead Early Childhood Teacher, lending support to facilitate daily activities, assisting with assessments and documentation, and supervising teaching assistants. Associate Teachers are expected to capably run a classroom in the absence of the lead Early Childhood Teacher.
Required Qualifications	<ol style="list-style-type: none"> 1. Associate Degree in Early Childhood Education/Child Development. 2. Experience working with children ages 0-5 years. 3. Ability to successfully interact with a diverse group of children, students, staff, families and co-workers in a manner that positively reflects the Children's Center.
Preferred Qualifications	
Physical Requirements	<p>Language Skills Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.</p> <p>Mathematical Skills Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.</p> <p>Reasoning Ability</p>

	<p>Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in or diagram form and deal with several abstract and concrete variables.</p> <p>Physical Demands The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</p> <p>While performing the duties of this job, the employee is regularly required to walk; stand; sit; use hands to finger, handle or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch or crawl; talk or hear; and taste or smell. The employee may seldom lift up to 50 lbs. Specific vision abilities required by this job include close, distance, depth perception, color, peripheral vision and the ability to adjust focus.</p> <p>Work Environment The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</p> <p>While performing the duties of this job, the employee is occasionally required to work in outdoor weather conditions. The noise level in the work environment is usually loud.</p>
Work Hours	

Posting Detail Information

Open Date	10/26/2017
Open Until Filled	Yes
Special Instructions Summary	A current cover letter, resume and unofficial transcript will be required at the end of the application process. Failure to upload required documents will result in an incomplete application.
Quick Link for Internal Postings	http://jobs.schoolcraft.edu/postings/2532