

CAMPUS FOR KIDS LEARNING CENTER

JOB DESCRIPTION - LEAD TEACHER (4K)

SUMMARY:

Campus for Kids (CFK) is a Christian childcare center, serving families and children around Madison from a Christ-centered worldview. The Lead Teacher (4K) is a full time role in which the person facilitates development of the whole child (i.e., cognitive, social-emotional, motor, language, spiritual) through creative, developmentally appropriate methods of teaching.

DUTIES & RESPONSIBILITIES

- Teach and lead one of two 4K classes, using teaching methods that motivate the children to learn, building on their strengths and interests.
- Create, complete, and implement lesson plans that meet curriculum guidelines.
- Establish rapport with each child and family and maintain positive interactions through a variety of communication methods.
- Supervise and assist each child in all routines throughout the day (e.g., breakfast, lunch, snack, nap, clean-up, toileting, outside play, transitions etc.).
- Follow required curriculum guidelines and standards of developmentally appropriate practice concerning Bible stories, letters, numbers, colors, shapes, themes, etc.
- Plan the class performance for the CFK Christmas and Spring Programs as well as preschool graduation.
- Maintain consistent discipline in accordance with Campus for Kids and WI State Licensing Child Guidance policies. Observe, record, and report significant individual and group behavior.
- Support the director, assistant director and coordinators in ensuring that all state licensing regulations are being followed in the classroom.
- Perform other duties as assigned by Director.

REQUIREMENTS

- Completed high school education.
- Must be at least 18 years of age.
- General knowledge of child development from birth to 5 years of age.
- Four-year degree in Elementary Education or two year degree in Early Childhood Education, or child development coursework, or a related field preferred.
- One year of early childhood experience preferred.
- A current registry certificate of level 7 or higher must be maintained.
- Maintain 25 hours of continuing education annually and keep up with major trends.
- Willingness to uphold all center policies and requirements.
- Strong written and oral communication skills, with proficiency in Windows suites.
- Ability to learn quickly and adapt to a variety of situations.
- Physically able to lift up to 50 pounds, run with children on the playground, and be able to pick up and carry a child if needed.
- Have a faith in God and have accepted salvation through His son, Jesus Christ; daily living in a relationship with God which would be evident in your life, through word and deed.