

Job Post: Early Learning Childhood Center Teacher (Lead Teacher)

About the Role:

We're looking for a passionate and dedicated Early Childhood Educator for our, Early Learning Center (ELC), who carries a deep love for Jesus, His people, and particularly, our cherished preschool-aged children. This unique role isn't just about teaching young minds; it's about modeling Christian values, fostering spiritual growth, and contributing to a faith-enriching learning environment that propels our mission at Bethlehem's ELC.

Leading to Be Fully Alive:

As our Early Childhood Educator, you'll navigate a world where education meets faith, in daily rhythms like:

- Nurturing young hearts and minds, offering individualized learning experiences rooted in Christian principles.
- Designing and implementing engaging activity and lesson plans, ensuring they align with our school's policies and procedures.
- Facilitating open communication with parents, regularly updating them about their child's daily experiences and progress.
- Ensuring safety and maintaining a vibrant, clean, and prepared classroom environment for our students daily.
- Serving as a beacon of Christian values, participating in regular worship, Bible study, and committed to daily prayer and spiritual growth.
- Contributing to the overall goals of Bethlehem Lutheran School and Bethlehem Lutheran Ministries, championing our mission.

Key Responsibilities as an Early Learning Center Teacher you will (Essential Functions, Leadership, Knowledge, Skills and Abilities)

1. Classroom Management

- Participate in lesson planning meeting each week with other team teachers
- Design and implement activity and lesson plans, if necessary receive Administrator's approval of major activities
- Prepare and clean classroom for students daily
- Provide individualized learning opportunities for students
- Make effective use of time during 'quiet time' to prepare for upcoming lessons
- Supervise and discipline students under guidelines of program. 'Love and Logic' based approach
- Assure a safe environment for students
- Assure that students are signed in/out by parent or authorized person
- Prepare and distribute snacks

2. Communication

- Log incidents, accidents, and behaviors on appropriate forms and notify parents
- Parent communication via email of daily classroom news
- Communicate with staff of 'shift' change
- Check Bethlehem issued email daily
- Conduct Parent/Teacher Conferences

Additional Responsibilities:

- Attend staff meetings and trainings as specified by the Administrator

- Attend following meetings: Rocky Mountain District Professional Workers Conference & Nurturing the Faith Conference
- Attend ELC functions and activities - School Fundraisers
- Submit signed time card
- Communicate with Administrator
- Participate in evaluations (As needed)
- Work in fast-paced environment with hands-on learning
- Able to lift forty pounds as required by state regulations
- Able to multi task
- Review and adhere to policies and procedures for a state licensed facility
- Review and adhere to policies, procedures, and practices of Bethlehem Early Learning Center
- Other duties as required

Minimum Education or Formal Training and Experience Required:

- Bachelor's degree in related area or
- Associates degree in child development or Early Childhood education or
- Two years of college (60 credit hours) with one course in ECE and 910 hours of experience or
- Early Childhood Teacher Certification

See Section 7.712.42 of Colorado State Regulations

Must be over 18 years old

- Complete Colorado Bureau of Investigation criminal background check with a complete set of fingerprints
- Provide a current physical within thirty day of hire date
- Be current with immunization
- Be a mandatory reporter of Child Abuse and Neglect
- Have a current First Aid and CPR card or complete within 60 days of start date, and annually thereafter
- Complete Universal Precautions training within three months of employment and annually thereafter
- Complete Concussion training
- Be delegated to give medications to children who require treatment while at school
- Complete fifteen clock hours each year in areas of Child Growth and Development

Material and Equipment Directly Used:

- Computer
- Procure System
- Microsoft Office
- TeacherEase
- Copiers
- Phone system

Note: This job description is not intended to be an exhaustive list of all duties, responsibilities, or qualifications associated with the job. Other duties will likely be assigned.

Salary: \$17.00-\$23.00