



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

WASHINGTON COUNTY FAMILY YMCA

Job Title: **Preschool Lead Teacher – 2 positions available**

Reports to: Preschool Director

Compensation: \$14-16 per hour and based on experience

POSITION SUMMARY:

Provide direction for the students, assistants/volunteers, and implements program curriculum. Provide a quality experience for children and parents that focus on the YMCA values: honesty, respect, responsibility, and caring.

ESSENTIAL FUNCTIONS:

1. Implement approved, age appropriate curriculum that encompasses all developmental domains and meets requirements of School Readiness Benchmarks. (Building Blocks Curriculum)
2. Provide a nurturing environment that supports learning and encourages independence and decision making.
3. Engage in Conscious Discipline practices to support a child's ability to acquire the skills of self-discipline.
4. Supervises the students, classroom, and all activities and make ongoing, systematic observations and evaluations of each child.
5. Establish and maintain ongoing communication with parents (daily update sheets, parent/teacher conferences, special events) as needed. Also keep family information current.
6. Maintain program supplies, classroom equipment, and disinfecting of toys and equipment on a regular basis.
7. Maintains required program records (expenses, income, attendance, supplies, reports, etc.)
8. Work effectively with other Y employees.
9. Accepts and demonstrates the Y's values. Demonstrates a desire to serve others and fulfill community needs.
10. Recruits and engages parents as volunteers and builds effective, supportive working relationships with them.
11. Work in conjunction with preschool director to monitor budget progress.
12. Conduct (1) fundraising events each school year to help support the Y and the preschool department.
13. Attend all required meetings, trainings and professional development opportunities as directed.
14. Conduct other duties as assigned.

YMCA COMPETENCIES (Leader):

Mission Advancement: Accepts and demonstrates the Y's values. Demonstrates a desire to serve others and fulfill community needs. Recruits volunteers and builds effective, supportive working relationships with them. Supports fund-raising.

Collaboration: Works effectively with people of different backgrounds, abilities, opinions, and perceptions. Builds rapport and relates well to others. Seeks first to understand the other person's point of view, and remains calm in challenging situations. Listens for understanding and meaning; speaks and writes effectively. Takes initiative to assist in developing others.

Operational Effectiveness: Makes sound judgments, and transfers learning from one situation to another. Embraces new approaches and discovers ideas to create a better member experience.

Establishes goals, clarifies tasks, plans work and actively participates in meetings. Follows budgeting policies and procedures, and reports all financial irregularities immediately. Strives to meet or exceed goals and deliver a high-value experience for members.

Personal Growth: Pursues self-development that enhances job performance. Demonstrates an openness to change, and seeks opportunities in the change process. Accurately assesses personal feelings, strengths and limitations and how they impact relationships. Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.

QUALIFICATIONS:

1. Minimum high school diploma; 2 year college degree or CDA and child care training preferred.
2. At least 21 years of age.
3. Child Abuse Prevention Training (Internal training- must take place prior to working with youth)
4. Previous experience working with children in a developmental setting preferred.
5. Ability to plan, organize and implement age-appropriate/developmentally appropriate program activities.
6. Submit to various background checks including those completed through the Indiana State Police Department, and National SOR Registry
7. Be CPR, First Aid, and Blood Borne Pathogen certified or obtain certification upon hire
8. Complete a Tuberculosis test and physical and provide a physician's documentation of both
9. Be mentally and physically capable of caring for a large group of children in a classroom.
10. Possess a strong work ethic, be punctual, and have minimal absences.
11. Have an awareness of the unique needs of young children and have appropriate expectations of their abilities
12. Be able to kneel, bend, squat, lift, push, pull, and carry children up to 50lbs.
13. Be available for full time employment and available to work as late as 6:30 pm.
14. Have dependable transportation.
15. Previous experience with diverse populations. Ability to develop positive, authentic relationships with people from different backgrounds.

PHYSICAL DEMANDS

Ability to plan, lead and participate in activities. Must be able to lift up to 50lbs.

HOURS

Monday-Friday 7:45 AM-3:45 PM

Hours are based on the school calendar year and not applicable to breaks or weather related closures.