



## MIAMI SHORES PRESBYTERIAN CHURCH SCHOOL

Mission Statement: To offer a Christ inspired educational experience where academic excellence is nurtured and students are treasured and respected.

Position Title: Lead Teacher, Preschool Program

Position summary: The Lead Teacher creates and executes learning experiences that advance the spiritual, linguistic, intellectual, emotional, social, and physical development of children within a safe, nurturing, and healthy classroom environment. The Lead Teacher encourages the involvement of families in the program and supports the school's mission. Experience using HighScope Curriculum favorable, but not required.

Position Requirements:

1. DCF 45 Hours Completed (Part I, Part II, and 5 Hour Early Literacy)
2. Current with DCF Annual Inservice Requirement
3. Must comply with licensing and accrediting agencies' requirements for childcare staff/Lead Teachers.
  - a. Four- and five-year-olds: minimum of bachelor's degree from an accredited institution in early childhood education or a related field.
  - b. 18 months through PK3: *must comply with one of the following*
    - i. A bachelor's degree or international equivalent from an accredited institution with evidence that they are qualified for their specific responsibilities based on their education, training and/or experience.
    - ii. An Associate of Arts degree in early childhood education or child development.
4. One (1) or more years experience teaching in a licensed child care facility
5. Ability to receive Level II Background Screening clearance
6. CPR/First Aid Certified or ability to successfully complete within 30 days of hire
7. Excellent communication skills; oral and written
8. Ability to create plans with objectives tied to Florida Early Learning Standards and/or Key Developmental Indicators and student needs
9. Ability to lift 40 lbs; get down to children's eye level; sit on the floor to engage with students
10. Maintain strict confidentiality relating to children, families, staff, and school issues while performing duties, as well as outside of the school
11. Maintain job related certifications/credentials

Job duties include, but are not limited to:

- Implementing curriculum
- Impart classroom instruction in accordance to lesson plans
- Maintain a positive learning atmosphere for students at all times
- Assist students in social emotional skills development
- Implement age appropriate activities and monitor safety
- Maintain appropriate classroom discipline and guidance
- Take attendance and maintain accurate student count throughout the day
- Assist students during lunch time
- Observe students for developmental issues, communicate findings to Director and Parents



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- Note student progress and observations in COR and ensure accuracy of all recorded information prior to reporting to parents
- Maintain accurate student records and perform other clerical tasks
- Partake in professional development and implement strategies which align with our school's approach to early childhood education
- Maintain a clean and organized classroom to include bulletin board displays