

The Learning Center Lead Teacher Job Description

Position Summary

Under the direction of the Preschool Director and in accordance with the general policies, goals and standards established by the Learning Center Preschool at the First United Methodist Church of Winter Garden, the Lead Teacher is responsible for implementing the creative curriculum and providing a nurturing, well-supervised, and safe environment for the preschool children.

Duties and Responsibilities

1. Plan and implement lessons effectively so that students may participate in activities which enhance readiness skills in various subjects (language arts, math, science, manipulations, gross motor, art, etc)
2. Create and maintain a safe, healthy and stimulating learning environment
3. Manage a class of 7-12 students using positive approach. Discipline must adhere to school's policy.
4. Supervise children at all times, including during activities, meals and playtime.
5. Support physical, emotional and spiritual development
6. Communicate effectively both orally and in writing with parents, director and other staff.
7. Lead a class successfully with an assistant.
8. Communicate with assistant teacher in such a way that expectations of classroom management, potty and diaper changing, classroom clean-up, and activities are clear and defined.
9. Attend monthly staff meetings and work together with other teachers.

Qualifications and Skills

1. Faith in Jesus Christ
2. 45 hours Initial DCF Training, as required
3. Successful completion of a Level 2 background screening and an Affidavit of Good Moral Character.
4. 10-Clock hours of annual in-service training completed between July 1 and June 30 each year.
5. Creative, flexible, good communication, patient, organized

Reports To

Preschool Director