

SANDPIPER COOPERATIVE PRESCHOOL

Ogden Dunes Community Church
116 Hillcrest Road
Ogden Dunes, IN 46368

JOB DESCRIPTION

Job Title: Preschool Teacher
Reports To: Preschool Executive Parent Board
Date Position Opens: July 1
Hours: Part-Time Monday-Friday, 8:00 am to 12:00 pm

SUMMARY

Our Cooperative Preschool is accepting applications for an enthusiastic teacher. All candidates must have a desire to work with children, be committed to professional development of our organization, and be a team player. You will be working with an established teacher and program, but we would like you to come with your own lesson plan and curriculum, as well as fresh new ideas for the school. This position has the potential to evolve into a full time role with the possible creation and development of an afternoon program (12:30 pm - 3:30 pm), led by you.

JOB REQUIREMENTS

RESPONSIBILITIES AND DUTIES

- Supervise and conduct preschool class for children ages 3-5 five times per week (Monday-Friday, 8:30 am-11:30 am); prepare games, arts and crafts, music, storytelling, field trip planning, etc.
- Work closely with current teacher to plan and implement established and exciting literacy-based curriculum
- Maintain a warm, nurturing environment necessary for preschool age children
- Prepare reports on students and activities as required by executive board
- Music/Musikgarten: may attend training program and implement program in classroom

WORK SKILLS AND QUALIFICATIONS

- Availability to work part-time from September-May
- Display strong written, verbal, and organizational skills
- Demonstrate sound people skills and an ability to encourage parent cooperation
- Exhibit a professional demeanor and ability to collaborate with other educators
- Maintain a high-level of energy and enthusiastic attitude
- A strong, dependable work ethic
- Must pass fingerprint clearance, background and reference checks
- Current CPR certification a plus

EXPERIENCE

- Previous experience working with children ages 3-5
- Interest in Nature and Music focused studies
- Experience with Zoophonics literacy program and Reggio Emilia approach to teaching a plus

EDUCATION

- B.A., Early Education or actively pursuing a degree in early childhood education

Qualified applicants should send both resumes **and** salary requirements to
sandpiperpreschoolat@gmail.com