



**THE NEW SCHOOL**

Curiosity · Character · Community

### **Early Childhood Education Lead Teacher**

The New School seeks an early childhood educator who can effectively address the needs of 1 to 5-year-old children in a school environment. The early childhood educator is responsible for providing developmentally appropriate standards aligned with our program.

#### ***Duties/Responsibilities:***

- Plans and develops an engaging, age-appropriate course of study in the classroom, adhering to educational best practices and curriculum guidelines.
- Designs and presents individual lesson plans using a variety of teaching techniques that appeal to various learning styles and methods.
- Manage child behavior in the classroom.
- Ensures that confidentiality is respected and maintained at all times.
- Monitors child's progress throughout the year and assesses preparedness for the next educational level.
- Communicates all progress and concerns with tact and professionalism to parents and, as appropriate, other faculty, staff, and/or Head of Early Childhood Education.
- Builds and maintains positive relationships with children, parents/guardians, and fellow staff.
- Enforces safety and security standards for children, staff, and visitors.
- Maintain accurate and complete records for individual child's progress, files, attendance and incident reports, and other necessary records.
- Communicate necessary information regularly to, colleagues, and parents regarding child progress and needs.
- Participates in faculty meetings, educational conferences, in-service opportunities, workshops, and other training seminars.
- Maintains knowledge of research, developments, and best practices in appropriate level of education.
- Prepare classroom for class activities at the beginning of the school year; inventory, pack, and organize classroom for summer use.
- Performs other related duties as assigned.

#### ***Required Skills/Abilities:***

- Thorough understanding of pedagogy and the best practices of education.
- Desire to teach and ability to adapt to varied developmental status.
- Ability to design lessons that teach curriculum in an engaging manner, applying various teaching methods such as play, demonstrations, and individual or collaborative projects and research.
- Strong supervisory and leadership skills to manage and control the classroom.
- Excellent verbal and written communication skills.

- Excellent interpersonal skills with a proven ability to maintain professionalism and tact in high-stress situations.
- Excellent organizational skills and attention to detail.
- Creative analytical and problem-solving skills.
- Use relevant technology to support and differentiate instruction.

***Education and Experience:***

- CDA with 5+ years of experience required or a Bachelor's degree in Education or related subject preferred.
- Previous teaching experience preferred.
- CPR certification preferred.

**How to apply:**

Interested applicants should complete an application and submit current resume online at [www.thenewschool.org/about/career-opportunities](http://www.thenewschool.org/about/career-opportunities)

*The New School is an independent school that respects, embraces, and celebrates diversity in its curriculum, student body, and staff. The New School does not discriminate on the basis of race, religion, gender, gender identity or expression, sexual orientation, color, national or ethnic origin in the admission of students, in hiring, or in the administration of its educational program.*