

Job Description

Hug Me Tight Childlife Centers, Inc.
1801 Centre Avenue, Ste 100
Pittsburgh, PA 15219
412-281-4847 hugmetight2@hotmail.com

LEAD TEACHER

Reports to the Staff Coordinator. Responsible for the general supervision and management of a classroom in an early education environment; planning and executing the educational program in accordance with the purpose and goals of Hug Me Tight Childlife Centers, Inc.

Qualifications

A warm sensitive, mature individual who relates well to children and adults. Prepared as a teacher of young children in the field of early childhood education and/or child development; meeting the requirements of licensing agencies and accrediting organizations.

Salary Range: Commensurate with experience and professional development

\$17,680 - \$23,920

Educational Requirement

Lead teacher shall have attained one of the following qualification levels:

- Bachelor's degree in Early Childhood Education or equivalent
- Bachelor's degree and 30 credit hours in early childhood education, and 1 year of experience with children
- Associate's degree from an accredited college or university, including 30 credit hours in early childhood education, and 3 years of experience with children

Skills

- Required knowledge, skills, abilities and experience and be able to explain and demonstrate, with or without reasonable accommodations, that the essential functions of the job can be performed.
- Extensive knowledge of developmentally appropriate practices in early childhood
- Ability to develop rapport with children, parents, and co-workers
- Strong leadership qualities and skills
- Ability to develop a high-quality, age appropriate curriculum to successfully engage children and foster physical, emotional, cognitive and social development in accordance with the PA Early Learning Standards.

Responsibilities

Responsibilities include, but are not limited to:

- Assisting children in constructing knowledge by designing activities that build on children's prior knowledge to create new understanding and information in accordance with PA Early Learning Standards
- Providing foundational information for what children should know and be able to do in accordance with the PA Early Learning Standards
- Using both informal and formal assessments (Work Sampling, Ounce, Ages and Stages) to understand children's progress in order to adapt or adjust lesson plans for every child in accordance with PA Early Learning Standards
- Use documented information during observations to identify goals and next steps for children's learning.
- Designing focused instruction that is based on the individual needs of children
- Ability to lift 30 lbs, bend stoop or kneel to achieve children's eye level; be able to sit on floor and/or child sized chairs; be able to spend at least 1 hour at a time outdoors throughout the year
- Adherence to Hug Me Tight's Standard Operational Procedures

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ASSISTANT TEACHER

Reports to the Lead Teacher. Responsible for assisting the Lead Teacher in general supervision and management of a classroom in an early education environment and planning and executing the educational program in accordance with the purpose and goals of Hug Me Tight Childlife Centers, Inc.

Qualifications

A warm sensitive, mature individual who relates well to children and adults. Experienced working with young children in the field of early childhood education and/or child development; meeting the requirements of licensing agencies and accrediting organizations.

Salary Range

\$16,640 – \$18,720 commensurate with experience and professional development in Early Childhood Education (ECE)

Educational Requirement

Desired requirements:

- 18 Early Childhood Education semester hours in ECE, 2 years experience with children preferred

Skills

- Required knowledge, skills, abilities and experience and be able to explain and demonstrate, with or without reasonable accommodations, that the essential functions of the job can be performed.
- Knowledge of developmentally appropriate practices in early childhood
- Ability to develop rapport with children, parents, and co-workers
- Strong leadership qualities and skills
- Ability to develop a high-quality, age appropriate curriculum to successfully engage children and foster physical, emotional, cognitive and social development in accordance with the PA Early Learning Standards.

Responsibilities

Responsibilities include, but are not limited to:

- Being knowledgeable of PA Early Learning Standards
- Providing assistance to Lead Teacher/Group Supervisor in helping children construct knowledge by engaging them in activities outlined in daily lesson plan
- Providing foundational information for what children should know and be able to do in accordance with the PA Early Learning Standards
- Using both informal and formal assessments (Work Sampling, Ounce, Ages and Stages) to understand children's progress in order to adapt or adjust lesson plans for every child in accordance with PA Early Learning Standards
- Using documented information during observations to identify goals and next steps for children's learning.
- Ability to lift 30 lbs, bend stoop or kneel to achieve children's eye level; be able to sit on floor and/or child sized chairs; be able to spend at least 1 hour at a time outdoors throughout the year
- Adherence to Hug Me Tight Standard Operating Procedures