

Jasper Area Family Services Center, Inc.
1400 19th St. West
Jasper, AL 35501

Position Title: Early Education Teacher

General Description of Duties: To plan and carry out an effective, developmentally appropriate, individualized program of education for young children, taking into account their needs in the area of social, emotional, cognitive, language and motor development, and to perform necessary supplementary activities related to the children's needs. Responsible for the implementation of well-organized learning experiences that provide adequate opportunities for choice, play, exploration, and experimentation among a variety of learning, sensory and motor experiences.

Specific Duties and Responsibilities:

1. Planning and Classroom Management

- Plan and provide a daily schedule appropriate for age group and conducive to teaching and learning.
- Prepare the learning environment, materials, and equipment for daily activities.
- Provide constant supervision of children during all activities, indoor and outdoor.
- Implement and reinforce behavior management techniques that are consistent with Program Performance Standards, developmental principles, and the goal of developing self-regulations skills.
- Provide clear instruction and care to the children.
- Praise children by name and acknowledge accomplishments.
- Establish and consistently utilize age-appropriate classroom rules.

2. Classroom Environment and Implementation of Activities

- Arrange classroom into well defined, functional areas. Implement learning activities, both individual and group.
- Maintain facilities where children are served, including areas for eating, learning, playing, sleeping and toileting.
- Plan a well-balanced daily schedule of activities for the children.
- Have a balance of active and quiet indoor and outdoor activities.
- Provide a variety of art media and allow for creative expression.
- Coordinate mental health activities with other education activities.
- Observe mandated safety precautions and practices.
- Keep classroom clean and organized.
- Keep materials accessible and at children's eye level.
- Make use of community resources (people and places).
- Inform supervisor of needed supplies.
- Recruit volunteers for the program.
- Make 2 home visits for each child per year.
- Plan and implement field trips.