

Job Title: EHS - Teacher

Reports to: Program Manager

Job Status: Salaried / Non-Exempt

Job Summary: Under the direction of the Program Manager, and under the supervision of the Supervisor, establishes and maintains supportive relationships with infants, toddlers, and parents; develops and implements developmentally appropriate routines and curriculum for infants and toddlers.

Primary Responsibilities

Child Health and Development

- Create a warm, accepting, and developmentally appropriate environment which encourages the cognitive physical, emotional, and social development of the infant, toddler and family.
- Follow Program for Infant Toddler Caregivers (PITC) standards and best practices.
- Plan and implement individualized, developmentally appropriate, nurturing care for infants and toddlers in a center base setting.
 - a) Build the basic curriculum on care giving routines as a shared experience between the caregiver and child.
 - b) Build a close personal relationship with each child while attending to the child's physical, emotional, and developmental needs.
 - c) Develop and implement individualized feeding and toileting plans for each assigned child.
- Create a weekly written curriculum using the Creative Curriculum Gold for Infants and Toddlers and the Marin Head Start observation, assessment and lesson planning system.
- Provide positive guidance to children.
- Promote good health and nutrition practices.
- Provide an environment that contributes to the prevention of illness. Through daily health checks, daily cleaning and sanitizing/disinfecting procedures and use of standard precautions.
- Provide primary care giving responsibility for up to four children and secondary care giving responsibility for up to an additional four children. This includes maintaining the health, safety and wellbeing of all children at the center for the entire shift.
- Reinforce the role of parents as primary caregiver and educator of their child.
- Ensures screening occurs for each child. Screening includes screening for possible developmental delays, sensory and health concerns. Tracks and follows up on up on any referrals made based on concerns.
- Complete ongoing assessment on each assigned child according to agency's guidelines.
- Other duties as assigned.

Family Development

- Educate parents in basic child development concepts and work with parents to develop home interactions and activities based on each child's assessment and identified needs.
- Share information with parents on a regular basis regarding the growth and development of their child including regular daily feedback.
- In partnership with a family member, assesses the strengths and needs of each assigned child.
- Conduct based on program guidelines two scheduled parent conferences and two home visits, to discuss child's developmental progress with parent.
- Participate in Family Case Conferences for assigned Early Head Start children and families.
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Communication and Teambuilding

- Support and facilitate team building through activities, clear communication, and shared problem solving and decision making.
- Participate in case conference meetings on a regular basis to consider family needs.
- Integrate results of screenings/assessments and family partnership plans into planning for center routine, parent conference, and other program activities.
- If the staff member has language abilities other than English, the staff member will use these language skills to support, children, families and team goals.
- Depending on the site may serve as the designated site director for Community Care Licensing purposes.
- Other duties as assigned.

Meetings

- One on one meetings with Supervisor.
- Site team meetings as scheduled.
- Case conference meetings.
- Regularly scheduled parent meetings.
- Staff meetings and trainings.
- Home Visits and Parent Conferences.
- Additional meetings as requested.

Qualifications

Education /Experience:

- An AA or BA in Early Childhood Education, Child Development, Human Development, Sociology, or a related field and have the coursework necessary to meet the California Child Care Licensing requirements to be a “fully qualified” infant/toddler teacher according to section 101416.2 [c] in the Manual of Policies and Procedures for Community Care Licensing (12 core units including 3 units of infant and toddler).

Or

Possess or be eligible to apply for upon employment, a California Child Development Permit at the Associate Teacher or higher level permit, and have at least 6 units related to the care and/or education of infants/toddlers.

Or

A Current/Valid Infant Toddler CDA –issued from the Council for Professional Development.

- At least 6 months of experience in a licensed infant care center or comparable group child care program for children under five years of age. Letter from former employer may be requested for verification.
- Ability to work well with parents from all socioeconomic and cultural backgrounds.
- Strong verbal/ written communication and management skills.
- Bilingual English/Spanish desirable.
- Ability to read and write English and interpret documents such as safety rules and policy and procedures manuals. Ability to write simple reports and correspondence and to complete basic forms.
- Basic computer skills.
- Ability to communicate effectively verbally in English one on one and in small groups.
- Knowledge of Head Start Performance Standards desirable.
- Must have Pediatric First Aid and Infant/Child CPR or be willing to obtain within first two weeks of employment.
- Must have a current Criminal Record Clearance with current Child Abuse Index Check on file with Community Care Licensing or provide fingerprints and a Child Abuse Index Check in order to obtain a Criminal Record Clearance for the Department of Justice prior to beginning employment.
- Must complete mandated child abuse training with in three months of hire.
- Successfully complete an employment physical and provide proof of the absence of TB within 7 days of hire date.
- Deep understanding – and ability to articulate – the role equity, inclusion, and diversity plays in our work.

Physical Requirements

- Physical agility to lift and carry objects up to 25 pounds and children up to 40 pound for safety reasons.
- Physical agility to bend, stoop, walk, reach overhead, push, pull, squat, twist, kneel, and turn.
- Fine Motor physical ability including simple and power grasp, pull, twist, and grip.