



JOB TITLE: LEAD TEACHER – CENTER BASED PROGRAM

REPORTS TO: PROGRAM DIRECTOR

LOCATION: PORTSMOUTH, NEWMARKET - NH

#### **ABOUT GREAT BAY KIDS COMPANY:**

Great Bay Kids Company sets the standard for childcare through its amazing, dedicated, professional staff and administrators. GBKC is a non-profit organization dedicated to providing quality early childhood education and school age enrichment programs for children. The staff at GBKC leaves parents with a sense of ease when dropping off and picking up their children each day.

#### **REQUIREMENTS:**

- Must have a high school diploma or equivalency.
- Candidate must have 1000 hours experience working with children in a licensed child care program.
- Candidate must meet 1 of the following pre-service training/education options – a) A minimum of 18 credits in early childhood education from a regionally accredited college or university, including at least 3 credits in child growth and development or b) documentation form on file with the department that she or he has qualified for the position of lead teacher on or before the adoption of these rules.
- Valid driver's license if transporting children to special events in agency vehicles.
- Complete NH Child Care Licensing Orientation Training
- Must have excellent communication skills, be flexible, energetic, be a team player and be willing to work well with children.

#### **RESPONSIBILITIES:**

- Interact with children, parents, families and co-workers in a positive, professional way.
- Responsible for planning and implementing developmentally appropriate activities and experiences which reinforce and incorporate the goals of the Creative Curriculum.
- Consistently adheres to the agency's discipline philosophy and practices positive guidance.



- Observes and monitors children's growth and development on an ongoing basis in order to update families as needed and required (child evaluations and bi-annual family conferences).
- Guides and directs Associate Teachers, child care assistants and volunteers who assist with the implementation of daily programming.
- Ensures that every child is supervised at all times and that play areas, equipment and toys are safe and sanitary.
- Responsible for the care and upkeep of program equipment as well as overall site appearance.
- Consistently follows the New Hampshire Child Care Program Licensing Rules as well as agency guidelines which include the Employee Handbook and Operations Manual.
- Participates in agency sponsored functions such as: staff meetings, in-service training, open house events and child art show.

For immediate consideration send your resume to: [a.fahey@greatbaykids.org](mailto:a.fahey@greatbaykids.org)