



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