

JOB DESCRIPTION OVERVIEW

Position Title: Early Childhood Science Teacher

Date of Job Description: 04/29/2021

Status: Salaried Non-Exempt

Reports To: Assistant Head of School

Employment Hours: M-Th 8:15-3:15, F 8:15-12:15 (insurance eligible)

Salaried Employee: 32 Hours

Our goal for science education and STEAM with SMES’ youngest learners in mind is to employ an Early Childhood Science Teacher that is a passionate educator with comprehensive knowledge of early childhood development who employs a variety of teaching tools and methodologies to educate students from ages 18 months to Kindergarten in a robust science and design thinking learning program. This teacher will be responsible for developing and implementing an articulated science curriculum. The ideal candidate is a passionate master science teacher who possesses a broad and deep knowledge of how children learn science in a hands-on classroom and outdoor environment, as well as how to develop opportunities for children to be engage in 21st century critical thinking and integrated learning. This teacher must be able to work collaboratively with others to build a culture of interdisciplinary learning and to modify curriculum to meet the needs of every young learner all while keeping the school’s mission and four pillars – love, faith, education and service at the center.

Major Responsibilities:

* Develop and implement hands-on, experiential, project-based Science curriculum designed for learners 18 months-Kindergarten.
* Plan, implement and evaluate lessons, room arrangements and activities designed to promote physical, cognitive, and social development.
* Develop and evaluate lessons and units to address the Science TEKS to insure preparation for 1st grade beyond Saint Michael Episcopal School.
* Provide a variety of materials and resources for children to explore, manipulate and use, both in learning activities and imaginative play, coordinate and organize material needs for school purchase.
* Supervise children in a safe and loving environment.
* Establish and enforce expectations for behavior and daily classroom routines.
* Observe and evaluate children’s performance, behavior, social development, and physical health.
* Establish consistent communication with parents, classroom teachers and children.
* Follow departmental procedures in the classroom, workroom, and office areas.
* Greet and welcome each child and parent at arrival and departure.
* Maintain clean, safe classrooms and playing areas.
* Demonstrate flexibility in working with all staff as needed to maintain quality programming, including substituting in other classes and helping as necessary.
* Assist in performing and maintaining standards as required by the Southwestern Association of Episcopal Schools, Texas Health and Human Services and other governing bodies.
* Complete 24 annual clock hours of continuing education in Early Childhood Education as required by the State of Texas.
* Work with ministry staff and other church staff to ensure harmonious relationships.
* Treat SMES families, parishioners, guests and other visitors with respect and helpful attitude.
* Perform other tasks as requested.

Employment Requirements:

* Bachelor’s Degree required, preferably in education or related field.
* Texas Teacher Certification preferred.
* Broad knowledge of the development of young children and developmental stages.
* Possess experience and background knowledge in science and related tools for success in Early Childhood.
* Design curriculum experiences incorporating STEAM and Tinkering.
* Meet personal qualifications as outlined in the THHS Minimum Standards for Child Care Centers. A copy of the Minimum Standards is available in the administration office.
* Meet the personal qualifications as outlined in the Saint Michael Episcopal School Employee Handbook.
* Have basic computer skills and ability to communicate via email.
* Access to the internet and/ devices to communicate with SMES staff, parents and caregivers outside of school hours.
* Possess a minimum of three (3) years of teaching experience for developing scientific thinkers.

We are committed to providing equal opportunity in all of our employment practices, including selection, hiring, promotion, transfer, and all compensation, to all qualified applicants and employees without regard to age, race, color, sex, national origin, citizenship status, marital status, religion, disability/handicap, or any other protected status in accordance with the requirements of all federal, state and local laws.