



Job Ad Lead Teacher

Founded in 1967, Temple Beth El is one of the largest Reform congregations in the southeastern United States. We make it a priority to create a welcoming, intimate atmosphere because we cherish each and every congregant as an important part of our synagogue family. Throughout our history we have sought to create a spirit of warmth, intimacy, vitality and excellence in all that we do. Like many not-for-profit organizations, we strive to build a sense of community and improve the world around us.

We are currently searching for a Lead Teacher to join our team of dedicated, nurturing and creative educators. Lead Teachers are responsible for monitoring the development and learning of the children, and for communicating this information to parents and Director. Beth El Early Learning Center believes in experiential learning, with a hands on approach. Candidates should have a passion for working with children, flexibility and enthusiasm, enjoy working as a team and have an eagerness to learn and grow as a professional. Knowledge of Jewish culture is a plus but not required.

This position is full-time and is scheduled Monday through Friday located on our Beck Family Campus in Boca Raton, Florida. All candidates must pass the required Level II criminal background screening, including a physical, in order to be considered for this position. Salary is commensurate with relevant work experience. For more information about the Beth El Early Learning Center, please visit www.betheearlylearningcenter.tbeboca.org.

JOB SPECIFIC DUTIES AND RESPONSIBILITIES, which include the following; other duties may be assigned:

Teaching & Curriculum

- Plan and implement, with teaching team, a daily curriculum according to developmentally appropriate practices and school values.
- Nurture physical, spiritual, emotional, social, and intellectual growth and development of each child.
- Provide care, protection, and guidance to the children.
- Ensure consistency of the daily curriculum with the school values statement.
- Assist in the development, evaluation and revision of the Preschool curriculum.
- Classroom setup and arrangement.

Administrative & Classroom

- Maintain a cheerful, nurturing, healthy, safe and clean classroom environment.
- Maintain attendance and injury records.
- Maintain storage, organization, and cleanliness of classroom equipment and materials.
- Ensure the maintenance of a clean classroom.

Communication & Community

- Communicate regularly with Director, including all concerns regarding a child's progress.
- Participate in regular staff meetings.
- Monitor growth and development of each child and communicate progress and/or concerns with parents and Director.
- Communicate regularly with parents.
- Hold parent conferences as needed/requested.
- Protect the rights and privacy of children and families by maintaining strict confidentiality according to the Temple Beth El, Beck Campus School, Code of Ethical Conduct.
- Maintain a continuing dialogue with the teaching team with regard to the children and classroom environment.
- Attend school wide and class events such as meetings, parent meetings, and other special events.
- Work with the teaching team on problem solving classroom and school issues.

Professional Development

- Work towards increasing knowledge and abilities in the field of early childhood education and related topics through attendance at workshops and other courses.
- Must be willing to complete at least 10 hours per year of professional development.
- Team with other staff for professional development on the peer to peer level.
- Strive for a good working relationship with staff.

Leading Learning

- Mentor new teachers and other staff as assigned.
- Help to create parent and teacher programs to grow their understanding child development and developmentally appropriate practice.
- Give input and assist in curriculum and structural planning for the school.

QUALIFICATIONS:

- Strong communication skills: oral, reading, writing.
- Strong organizational skills.
- Ability to relate to young children and adults.
- Working knowledge of the growth and development of young children and ability to utilize this information in the classroom.
- Ability to act independently in the classroom setting.
- Ability and willingness to work with a team.
- Completion of Introductory Childcare Training, Part I, II, Early Literacy, and Language Development (45 hours).
- Child CPR/First Aid certification or willingness to acquire.
- Ability to meet Florida requirements for employment in a preschool setting.

EDUCATION AND/OR EXPERIENCE:

- Bachelors' Degree in a child related field from an accredited college or Child Development Associate (CDA).
- At least two years of experience working with young children.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to move from standing to crouching to sitting on the floor and back to standing. The employee must be able to use hands and fingers to reach, handle, or feel objects, tools, or controls; and see, talk and hear. The employee must be able to lift children up to 50 lbs. The employee must be able to lift and carry children and equipment, spend time on the floor or child-sized furniture.

WORK ENVIRONMENT:

The employee will be working in a busy and occasionally noisy environment. There may be a number of activities and situations happening at once, and the employee will have to supervise all children at all times. The employee may come into contact with children who are ill and/or contagious, and must take precautions to ensure the health and safety of all children, parents, staff and themselves.

Temple Beth El of Boca Raton is an Equal Opportunity Employer and will not take into consideration the race, gender, age, ethnicity, religion, disability, sexual orientation, (or any other protected class) of any applicant for this position. For more information about our organization, please visit www.tbeboca.org.