



Certified Preschool Teacher

for all Jump Start Preschool locations

Job Type: Full-time

Locations:

Jump Start, 605 Springfield Street, Feeding Hills, MA 01030
Jump Start, 800 Amostown Road, West Springfield, MA 01089
Jump Start, 6 Mainline Drive, Westfield, MA 01085

Job Description:

The Preschool Teacher will be instrumental in providing a nurturing and dynamic early childhood education experience. This role encompasses creating and implementing engaging educational activities, maintaining a clean and organized classroom, and ensuring the overall safety and well-being of the children. Additionally, the Preschool Teacher will engage with families through various after-hours events and meet ongoing professional development requirements.

Key Responsibilities:

Curriculum Planning & Implementation

- Develop and implement age-appropriate lesson plans that align with educational standards and objectives
- Enter all lesson plans into Brightwheel weekly, and post in the classroom for families to review
- Facilitate a variety of learning activities, including arts and crafts, music, movement, and early literacy
- Utilize play-based learning strategies and adapt lessons to accommodate different learning styles and needs
- Ask engaging/open-ended questions to build relationships with children and build curriculum based on their interests
- Adapt activities to meet individual developmental needs, using observations to guide curriculum

Classroom Management & Environment

- Create and maintain a positive and respectful classroom atmosphere with clear, developmentally appropriate rules and expectations
- Implement effective classroom management techniques, and social-emotional learning opportunities to support positive behaviors and social interactions
- Organize classroom layout and resources to support diverse activities and ensure accessibility for all children's levels
- Follow directions and recommendations from the Lead Teacher or Program Director

Classroom Organization & Cleanliness

- Keep the classroom environment clean, organized, and conducive to learning
- Conduct regular inspection, cleaning and sanitizing of materials and equipment
- Conduct all opening/closing duties as required
- Develop and enforce routines for tidying up and organizing classroom materials with children
- Report any maintenance issues promptly to the Lead Teacher or Program Director

Health & Safety

- Follow health and safety regulations, including hygiene practices, first aid, sanitation, emergency procedures, allergy protocols, support for medical conditions, and medication administration
- Ensure consistent supervision of children and maintain required teacher-child ratios at all times
- Ensure the classroom is safe and free from hazards
- Store, prepare, and serve AM/PM snacks to children in a sanitary manner

Child Development & Assessment

- Observe and assess each child's developmental progress, documenting growth and areas for improvement
- Communicate regularly with parents and caregivers about their child's development and collaborate on strategies for support, through daily updates, both informal and formal conversations, and meetings
- Maintain accurate documentation of each child's progress and development through progress reports

Family & Community Engagement

- Build strong relationships with families through regular communication and involvement
- Attend and participate in after-hours family engagement events such as open houses, graduations, and other program activities
- Collaborate with colleagues and utilize community resources to enhance educational opportunities

Professional Development

- Complete a minimum of 20 hours of professional development annually if full time, 10 hours if part time
- Stay current on best practices for early childhood care and development
- Attend monthly staff meetings to address program needs and contribute to team goal planning
- Work with internal and external coaches to support classroom practices

Regulatory Compliance

- Adhere to all EEC regulations and guidelines to ensure compliance and maintain program quality, including but not limited to
 - maintaining accurate attendance records
 - creating and storing injury and incident reports
 - maintaining appropriate teacher-child state ratios
 - following safety protocols
 - following program policies and procedures
 - providing consistent supervision
 - facilitating positive interactions

Professionalism

- Maintain confidentiality
- Be approachable and available to families
- Exhibit a positive attitude
- Be open to learning new things
- Be punctual and have good attendance
- Follow dress code
- Work well with others
- Solve problems and seek help when needed for classroom challenges
- Consistently demonstrate a genuine love for children
- Consistently strive to meet each child's best interests

Prerequisites:

- **Education:** Associate or Bachelor's degree in Early Childhood Education, or a related field
- **Experience:** Previous experience working with children in a preschool or childcare setting
- **Certification:** Massachusetts Professional Qualifications Teacher Certification
- **Child & Adult CPR and First Aid certification** (or willingness to obtain within 6 months)
- **Physical:** Ability to lift 50 lbs., bend and sit on the floor for long periods, and engage in active play
- **Completion of Strong Start 2.0 training**

Skills:

- Organization and time management skills
- Strong communication and interpersonal abilities
- Creative and adaptable teaching techniques
- Patience, enthusiasm, and a genuine commitment to fostering children's development