

## CFCE — Lead Teacher

Minimum qualifications: Associates Degree in early childhood education. Prefer training in strengths-based family service. Must be able to work with young children, supervise assistant teachers and volunteers and establish a Compassionate Partnership with parents and fellow staff members.

Duties may include, but are not limited to:

- Planning with team members
- Prepare lesson plans
- Supervise other team members and volunteers
- Evaluate and mentor team members
- Deliver educational activities as planned
- Communicate with team members
- Demonstrate flexibility
- Communicate with parents
- Maintain proper records
- Maintain classroom cleanliness
- Supervise children indoors and outdoors
- Be on time for assigned schedule
- Complete assessments on each child
- Complete conferences and participate in family events