



Lead Teacher Job Description

Lead Teacher will manage classroom and ensure all requirements for excellent childcare will be implemented children.

Position Qualifications

- **Must be at least eighteen (18) years of age**
- **Have at least six (6) months of qualifying child care experience**
- **Must have a Satisfactory Criminal Records Check prior to hire**
- **Possess at least one of the following sets of minimum academic requirements and qualifying childcare experience at the time of employment: Child Development Associate (CDA) or Child Development and Related Care Diploma from a vocational institute, Technical Certificate of Credit (TCC) in Early Childhood Development, Paraprofessional Certificate, Twenty-five (25) quarter hours or fifteen (15) semester hours from an accredited College or University in Early Childhood Education or Child Development or in another field of study.**
- **Must be great with children and have good classroom management skills**

Position Responsibilities

- **Responsible for following all rules and regulations of Stepping Stones Academy, Bright From the Start, Local, State, and other Authorities.**
- **Always is a physical representation of Stepping Stones Academy's written Mission and Vision Statement.**
- **Provide stimulating and interesting learning activities for children throughout the day.**
- **Manage behavior in the classroom by providing engaging experiences for children.**
- **Act appropriately in the event of any and all emergencies.**
- **Actively partner with families in all needs of children enrolled in their classroom.**
- **Keep parents posted about activities and their child's progress.**
- **Possess high moral character and values and ethics both inside and outside of the classroom.**

- **Continually learn and improve as a teacher through required training and take personal initiative for professional growth.**
- **Be a positive team player by helping others, striving for unity and respecting leadership.**
- **Proactively look for ways to improve your classroom.**
- **Prepare organized and create lesson plans according to curriculum.**
- **Keep a good attitude at all times, be determined to not be easily offended and forgive often.**