

Active Learning

ECE TK Teachers

Compensation: \$25-\$30/hour

Benefits: Medical, Dental, Vision

Hours: 21-30 hours per week



SUMMARY

ECE Instructors will play a crucial role in the development and education of young children. An ECE instructor's primary responsibility will be to create a nurturing and stimulating environment where children can grow and learn. Instructors will help facilitate their intellectual, social, emotional, and physical development through engaging lessons and activities. Active Learning teachers are known throughout Orange County for their excellence in teaching their craft. We are seeking animated and outgoing personalities with an interest in entertaining and teaching young children. Arts (Music, Dance, Visual Arts and/or Musical Theatre) background desired. Instructors are encouraged to employ their own individuality, creativity, and expertise to make their lessons unique and engaging for students.

ESSENTIAL FUNCTIONS

- Design and implement developmentally appropriate curriculum and activities that promote the social, emotional, cognitive, and physical development of young children.
- Provide engaging and interactive instruction to young learners, incorporating various teaching strategies to accommodate different learning styles.
- Provide after school instruction in social emotional lessons, physical activities, the Arts, enrichment activities, snack, attendance and dismissal procedures.
- Create a positive and nurturing classroom environment that fosters learning and supports children's individual needs.
- Work collaboratively with other teachers, staff, and parents to support the overall development and well-being of children.
- Maintain open and effective communication with parents or guardians, including sharing updates on children's progress, addressing concerns, and providing resources for continued learning at home.
- Engage in ongoing professional development to stay current with best practices in early childhood education and teaching methodologies.
- Ensure the health, safety, and well-being of children in the classroom and on the school premises at all times.
- Keep accurate records of student attendance, behavior, and academic progress, as well as documenting learning achievements and milestones.
- Incorporates progressive arts-based lessons coupled with foundational areas of SEL and character building to strengthen underlying development processes such as focus, resilience and self-management.
- Develop and implement developmentally-appropriate lesson plans and activities for students.
- Provide a safe and nurturing environment for children to learn and grow.
- Maintain a clean and organized classroom environment.
- Provide homework assistance, academic enrichment and physical activity, using curriculum and materials provided by the program.
- Create an engaging environment that fosters a sense of belonging that kids want to be in.
- Support students in making positive behavior choices and take disciplinary measures when appropriate.
- Engage children and youth by following, implementing, and assisting in creating lesson plans.
- Ensure student safety by assisting in set up, break down, and ongoing maintenance in an effort to keep the school or community site clean and orderly.
- Promote positive interactions between volunteers and students in accordance with child safety guidelines.
- Maintain student safety by taking roll and reviewing sign-in/ sign-outs for students and volunteers.
- Commit to a full-year program, demonstrated by arriving on-time daily and wearing an Active Learning uniform.
- Participate in staff development activities.

KNOWLEDGE, SKILLS, ABILITIES

- A good knowledge of safety principles and practices.
- Ability to speak clearly and effectively in public
- Ability to deal tactfully and effectively with employees, school administrators and students.
- Ability to maintain operating records and to prepare reports and recommendations.
- Ability to engage in self-evaluation with regard to performance and professional growth.
- Ability to work collaboratively with ED, Program Manager, school site administration and teaching artists.
- Computer proficiency in Google Suite, as well as software applications relevant to area of responsibility.
- Excellent time management skills and ability to prioritize work.
- Ability to be flexible and adapt as needed between in-person work environments.
- Self-directed and able to work independently
- Excellent multitasking and organizational skills
- Strong written and verbal communication skills
- A general understanding of special education principles and strategies to support children with diverse learning needs
- Knowledge of child development theories and practices to ensure the well-being of each child
- Ability to plan, implement, and evaluate developmentally appropriate activities that align with educational standards
- Incorporate physical activities into daily routines to promote gross motor skills development
- Familiarity with best practices in early childhood education, including play-based learning approaches

REQUIREMENTS

- 24 units ECE/CD, including core courses
- At least 3 years working with children ages 3-5 in a classroom or educational setting.
- Ability to work well with people and demonstrate a sensitivity to the needs of children and families.
- A California Driver's License, daily use of an automobile, and automobile liability insurance
- Must pass a background check.
- TB test clearance to be renewed every 4 years.
- Current certification in Pediatric CPR/First Aid