



Date Posted: 9/19/2019

Title of Position: PreK-4, Long-term Substitute

Type of Employment: Temporary

Salary: Commensurate upon experience/education

Employer Name: St. Gregory the Great School, Williamsville

Employer Contact Name and Title: Maria Sodaro, Administrative Assistant

Employer Website: www.stgregsschool.org

Job Description: We are seeking an enthusiastic Pre-K long-term substitute teacher to guide a classroom of young children in a variety of educational activities including arts and crafts, free play, storytelling and class outings. The primary responsibility is to teach them the fundamental concepts they need to know for kindergarten, such as identifying numbers and letters, socializing well with others and working effectively in a classroom structure.

Pre-K Teacher Responsibilities:

- Teaching children about core concepts, such as numbers, letters, shapes, and colors.
- Using creative, hands-on methods of learning, such as artistic expression, free play, and storytelling.
- Planning a curriculum that addresses early childhood education requirements and following outlined long-term sub plans.
- Instilling a sense of respect and discipline, so that children work effectively in a classroom setting.
- Supervising children outside of class time, such as during lunch, out on the playground, or on field trips
- Making sure that the classroom is clean, safe, and well-organized
- Setting up the materials and workspaces required for class activities.
- Communicating with parents to learn more about each child's life outside the classroom.
- Creating reports to inform parents about their children's progress at school.

Degree Requirements: Bachelor's degree in Early Childhood Education; working towards Masters is acceptable.

Qualifications/Skills: Must be able to plan lessons, teach and have good class management skills. Experience using Google is a must.

Experience Required: Successful student and teaching experience. Ability to handle situations in the classroom as they arise.

Other Skills/Requirements: VIRTUS training; NYS Certification or Early Childhood Certification

EOE

How to Apply:

By MAIL: Maria Sodaro
St. Gregory the Great School
250 St. Gregory Court
Williamsville, NY 14221

E-Mail: msodaro@stgregs.org

Please include: Cover letter, Résumé, and [teacher application supplement](#) (if applicable) NO LATER THAN 9/30/19