



Date Posted: July 22, 2022

Send resume to: Name: Mrs. Nancy Kindred, Principal
Address: 20 French Road
Depew, NY 14043
Email: nkindred@school.olbsdepew.org

Type of Employment: Summer: Part-Time : If part-time, # of hours per week Full-Time:

Job Title of Open Position: Pre-Kindergarten 4 Teacher

Salary: Annual contract, TBD based upon experience Salary will be: hourly other

Employer: Our Lady of the Blessed Sacrament School Department

Location Address: 20 French Road, Depew, NY 14043

Employer website: www.school.olbsdepew.org

Brief Job Description

The successful candidate will;
Possess knowledge of NYS Early Childhood curriculum and developmentally appropriate practices for a Pre-K 4 class.
Work well in a team setting and work respectfully and cooperatively with a Teacher Assistant.

Essential Duties & Responsibilities

Provide a warm, nurturing, safe, and loving environment where self-concepts are enhanced, independence encouraged, and individuality respected. To this end the specific responsibilities include, but are not limited to the following:

- 1) Directly supervise children at all times.
- 2) Use positive phrasing with children.
- 3) Communicate frequently with children throughout the day, naming objects, actions, using who, what, when, where, why and open ended questions.
- 4) Exhibit behavior management consistent with our Catholic School mission and values, including respecting children's feelings, approaching children to speak with them, directing comments toward children's behavior, not at the children themselves, etc.
- 5) Co-play/interact with children during play activities both indoors and outdoors.
- 6) Treat each child with dignity and respect.
- 7) Submit weekly curriculum plans based on NYS standards and Diocesan curriculum.
- 8) Maintain student attendance, assessment records, and other documentation as required.

Qualifications: Required Education/Experience

- Bachelor degree in Early Childhood (preferred) will consider an Associate's degree
- NYS teacher certification birth - 2nd grade (preferred)
- Experience teaching in a PK4 classroom 1 year (preferred)
- Practicing member of the Catholic Faith (preferred)
- Completion of background checks and VIRTUS training (required)

Desired Skills

- Familiarity with Google Suite and Microsoft Office
- Leadership, organizational, and management skills
- Effective communication skills, including the ability to proactively collaborate with staff and parents
- Understanding of student growth and development
- Professional in appearance and attitude

E.O.E.

How to Apply: By Mail E-Mail Fax as above, no later than **ASAP**