



Date Posted: 7/25/19

Title of Position: Pre-K Teacher

Type of Employment: Full-Time

Salary: Commensurate upon experience/education

Employer Name: Our Lady of Victory Elementary School

Employer Contact Name and Title: Carolyn Kraus, Principal

Employer Address: 2760 South Park Ave, Lackawanna, NY 14218

Employer Website: www.ourladyofvictory.org

Job Description: The Pre-K Teacher will be responsible for establishing and maintaining a classroom environment that utilizes space, materials, routines, and guidance techniques to effectively facilitate physical, emotional, intellectual and social development of the children.

Essential Duties and Responsibilities:

- Demonstrates mastery of related subject matter, instructional skills, and resource materials for course(s) taught.
- Write and execute weekly and monthly schedules and lesson plans.
- Plan and implement activities using knowledge of social, emotional, behavioral and academically appropriate needs of the children in the program.
- Creates lesson plans, aligned with current state and district standards, which drives instruction through formative assessment and differentiation.
- Cultivates an inclusive and interesting learning environment through songs, games and storytelling activities.
- Maintains a safe, organized classroom, which supports students' independent learning, collaboration and choice.
- Utilizes a variety of effective instructional and management techniques.
- Provides a variety of assessments and uses assessments for planning and instruction
- Delivers consistent, immediate feedback to student learning and asks analytical questions that elicit students' responses that incorporate prior knowledge, life experience and interests that are directly related to the content objective.
- Monitor and maintain a positive classroom environment that supports the school wide behavior expectation in which most students are engaged, incorporates mutual respect and provides cooperative learning opportunities.
- Apply positive reinforcement when necessary.

- Uses available technology/instructional media to enhance the students' learning experiences.
- Establishes and maintains appropriate relationships with students, parents, staff, and community members by communicating in a tactful, courteous, and confidential manner.
- Appropriately communicates and interacts with other professional staff in academic planning and school committee work.
- Attends and participates in staff meetings and extra-curricular/school related activities and committees including the school's Reading Incentive Program.
- Demonstrates a commitment to continuous professional growth and works with administrator to formulate and complete professional responsibilities.

Required Education, Knowledge, Skills and Abilities:

Bachelors or Masters of Science in Teaching

New York State Teaching Certificate

Bachelors or Master's degree in Early Childhood Education

Strong communication and interpersonal skills

Proven ability to effectively interact with Parents, Teachers and School Administrators

Proficient in Microsoft Office Suite

Standard work schedule is 7:30am-3:00pm Monday-Friday

EOE/How to Apply:

By MAIL: Our Lady of Victory Elementary School
2760 South Park Avenue
Lackawanna, NY 14218
Attn: Carolyn Kraus

E-Mail: ckraus@ourladyofvictory.org

Please include: Résumé, [employment application](#) and [teacher application supplement](#) (if applicable) NO LATER THAN 08/31/2019