



Date Posted: 2/5/2021

Send resume to: employment@stgregs.org

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

Job Title of Open Position: Long-Term PreK 4 Substitute Teacher

Salary: Commensurate upon experience/education

Employer: St. Gregory the Great School

Location Address: 200 St. Gregory Court, Williamsville, NY 14221

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 position will start around mid-March until the end of the School year.

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 Long-Term Substitute 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.
- Potential to create online learning curriculum using Google Classroom and other online resources.

Qualifications: Degree Requirements/Experience

- 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.
- Start Date: TBD

E.O.E.

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

Please include: Résumé, [employment application](#) and [teacher application supplement](#) (if applicable)