



Lead Teacher Job Duties

- Develop lesson plans based on state requirements, center curriculum and the needs of each child
- Collaborate with other teachers to monitor the development of each child
- Follow a routine when it comes to delivering a lesson plan and running the class
- Plan developmentally appropriate activities and read stories to the children
- Teach lessons and small groups daily
- Work with children in the classroom to promote their learning and development
- Communicate with parents and keep them informed about their child's development and any changes to the regular day-to-day schedule
- Assist children to change clothing/pull-ups if needed
- Show respect and kindness to all children
- Clean and maintain the center areas daily
- Greet children and parents with warmth and kindness

Qualifications

- High school diploma/GED required (Associate Degree in Early Childhood preferred)
- Excellent communication skills
- Compassionate attitude and strong understanding of child development
- Experience using HighScope curriculum preferred
- Nurturing teaching approach
- At least 19 years old
- TB Test, State of Michigan Licensing Background Check and fingerprinting are required before an employee may work with children

One of the following:

- Bachelor's degree or higher in early childhood education
- Associate's degree or higher in early childhood education or child development
- Montessori credential with 480 hours
- Valid child development associate credential with 480 hours
- High school diploma/ GED with 12 semester hours with 960 hours
- High school diploma/ GED with a combination of: 12 semester hours and/or 18 CEUs to equal 180 clock hours with 1,920 hours