

# Preschool Teacher

Rockwern Academy's Early Childhood Education Center (ECEC) is looking for a full-time teacher to begin in August for the 2024 - 2025 school year. The hours are 7:45 AM - 3:45 PM Monday through Friday.

## Who are we?

Rockwern Academy is a pluralistic Jewish day school. Our mission is to expand minds, celebrate Judaism, nurture community, and commit to building a better world. An exceptional student-teacher ratio allows us to value each student as a true individual, discovering what gives them their inner spark. The school serves toddlers through eighth graders.

Qualified applicants will have a bachelor's degree, preferably in education. Experience in preschool is helpful. Knowledge of Judaism is not required, and candidates of all backgrounds are encouraged to apply. [Apply here](#).

## OBJECTIVE

To support Rockwern Academy's mission by providing a nurturing play-based education to children, by maintaining open lines of communication with parents and other staff, and by basing expectations, practice, and behavior on a high degree of professionalism.

## REPORTING RELATIONSHIP

The position reports to the ECEC Director.

## RESPONSIBILITIES

### Instruction

1. Create and maintain a safe, organized, inviting classroom that reflects the teacher's mindfulness of students' physical, social, and intellectual development and needs
2. Prepare and teach based on weekly lesson plans that follow the curriculum and Ohio state standards and support desired learning, adapting as appropriate.
3. Manage classroom behavior in age-appropriate ways
4. Prepare and maintain materials and supplies that enhance learning
5. Individualize instruction to meet the student's needs

### Communication

1. Send weekly class-wide communication to parents
2. Update parents regularly through the school's chosen app (currently Brightwheel)
3. At parent teacher conferences and as requested at other times, provide parents with an honest and caring assessment of their child's progress, challenges, and successes
4. Serve as an ambassador for Rockwern; alert administration of potential opportunities or difficulties
5. Contribute, when asked, to our weekly e-newsletter and other communication or marketing vehicles

### Professionalism

1. Maintain confidentiality
2. Suggest improvements in curriculum, assessment, policies, practices, etc.
3. Treat children, staff, and parents with respect
4. Attend all required events; attend extra-curricular activities and school functions when possible
5. Assume responsibility for personal and professional development
6. Demonstrate commitment to teamwork and collegiality by helping others and accepting suggestions for improvement
7. Be on time for assigned duties and find a replacement when needed

### Administrative Duties

1. Maintain complete, accurate, and understandable attendance and academic records
2. Complete all needed reports and forms completely and accurately and submit them on time
3. Create and maintain a thorough, current, and helpful substitute teacher packet
4. Supervise children at all times, with particular care during fire, weather, and safety drills as well as on the playground and in the halls or cafeteria, even those who are not in one's class
5. Perform essential functions of the position which include the ability to stoop, kneel, crouch, crawl, climb, balance, and lift up to 35 pounds