

Mt. Hebron Presbyterian Church

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Rev. Amy Carlson, Pastor



Mt Hebron Nursery School Lead Teacher– Position Description

Mt. Hebron Nursery School (MHNS) is a ministry of Mt. Hebron Presbyterian Church (MHPC) focused on serving the educational and socialization needs for preschool children, ages 2-5, in the community. MHNS strives to build a strong foundation marked by compassion, socialization, and a love of learning.

MHNS is looking for an experienced Preschool Teacher who has a passion for working with children. MHNS is a non-profit school that offers theme based developmentally appropriate programs designed to nurture and educate the children in all areas of development.

Educational activities for both academic skills and social and emotional development are introduced at circle time and embedded throughout the day as children learn by doing. Children interact in large group, small group and individual class activities throughout the day with a strong emphasis on language development, literacy, and math.

Responsibilities:

- Plan and conduct the daily program for a class of children, which is age appropriate and compatible with the philosophy and goals of the school.
- Supervise all classroom activities to ensure physical and emotional well being of each child in the group.
- Work together with assistant teachers to prepare materials, set up classroom and implement plans.
- Direct assistant teachers assigned to assist with activities as needed.
- Supervise and work with assistant teachers in providing a safe, healthy, interesting learning environment for the children.
- Be responsible for communicating with parents regarding child's progress
 - written evaluations
 - student portfolios
 - bi-annual scheduled conferences with parents
 - developmental screening
 - unscheduled conferences during specials
- Attend and participate in scheduled staff meetings.
- Must be fingerprinted and background checked.

Job Type: Full Time and Part-time Positions Available for the 2024-2025 school year.

Pay: \$20.00 - \$30.00 per hour

Schedule:

Monday to Friday 8:30am to 3:30pm

Follows the Howard County School Calendar including inclement weather closures

Education: Bachelor's Degree in Early Childhood or Elementary Education Preferred. Must have Child Development Associate (CDA) Credential and/or an Associate Degree with 15 college credit hours of approved coursework.

Experience:

2 years of Teaching or Childcare Experience Preferred