



Safe Now. Strong Forever.

Stone House makes a difference in our community by caring for and protecting adult and child survivors of domestic abuse, and helping them rebuild safe, secure, independent lives of purpose and self-fulfillment.

[www.stonehouseinc.org](http://www.stonehouseinc.org)

## **STONE HOUSE EARLY LEARNING CENTER TEACHER**

In the Fall of 2021, Stone House will open a newly built licensed early learning center located at One Westminster Ave., Roxbury, MA. The total ECE enrollment will be 36 children. Stone House Early Learning Center will have an emergent curriculum that will support the individual learning style of each child: infant through preschool age.

### **Job Description:**

The Stone House Early Learning Center teacher is responsible for assisting the Lead Teacher in the development, implementation and maintaining the classroom curriculum and educational activities. The Teacher will implement educational goals, classroom activities and requirements for EEC and NAEYC with the Lead Teacher.

### **Primary Responsibilities:**

- Plan, prepare and implement daily activities with the Lead Teacher.
- Plan curriculum with Lead Teacher to meet educational classroom goals.
- Observe and record children's behavior during center activities. Assist Lead Teacher in writing progress reports of the children and report on them at team meetings.
- Attend weekly team meetings, monthly evening staff meetings, parent meetings and assist in parent conferences.
- Complete a minimum of 20 required EEC yearly professional development training.
- Maintain classroom ratios with Teachers and Teacher Assistants.
- Develop curriculum and classroom setting to accommodate children with IEP/IFSP.
- Evaluate children twice a year using Ages & Stages, implementing services in the classroom to accommodate children with specialized needs from Ages & Stages results.
- Implement TSG curriculum in the classroom setting to evaluate each child assessment to an individualized outcome for each child.

- Maintain the health and safety of all the children in the classroom which consist of adhering to food allergy and medication administration.
- Collaborate with Early Intervention to implement individual education plans. Also, communicating with parents with a plan of action and ongoing updates progress of Early Intervention.

### **Requirements and Qualifications:**

- At least 18 years of age and a high school diploma/GED.
- Associates Degree preferred in Early Childhood or related field and/or CDA certificate.
- Must have Infant, Toddler or Preschool Certification with EEC commitment to the children and families involved with the program and be willing to ensure that every child enrolled in the program has his/her needs met.
- Must have knowledge and be able to develop and implement lesson plans on a monthly basis.
- Demonstrate ability to work with culturally and/or linguistically diverse populations within the inner city.
- Experience working with trauma survivors strongly preferred.
- Bilingual candidates are encouraged to apply.
- Good interpersonal skills and demonstrated ability to work both independently and as part of a team.
- Ability to produce quality work in a consistent manner. Ability to produce the quantity of work necessary to timely complete assigned tasks.
- Ability to interact with co-workers, clients, client parents and caregivers in an articulate, pleasant, courteous and business-like manner at all times.
- Ability to work under pressure.
- Must demonstrate adaptability to changing demands.
- Must hold a high level of patience and tolerance for the individuals and families Stone House serves in our communities.
- Effective problem-solving skills. Excellent communication, organization and multi-task management skills.

### **Reporting Structure:**

- This position reports directly to the Stone House Early Learning Center Director who provides oversight and supervision (to include annual performance evaluations).

**Additional Qualification Requirements:**

To perform this job successfully, an individual must be able to perform each essential function in a satisfactory manner. The requirements listed above are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Bi-lingual skills preferred.

**Physical Requirements:**

The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Final applicants should be prepared to show proof of valid, complete COVID-19 vaccination status.

**Hours:**

Full-time. At Stone House, this means a 40-hour work week. Daily schedule to be negotiated.

**Salary range:**

\$33,000 - \$37,000 annually

Health Insurance and Disability Benefits available.

**Diversity and a Commitment to a Quality Workplace.**

Stone House is an Affirmative Action and Equal Opportunity Employer. We are committed to fair and impartial treatment in all of our relations with employees, as well as applicants for employment, to recruit, upgrade, train, and promote in all job titles without regard to race, color, gender, gender identity or expression, sexual orientation, religion, age, national origin, disability, marital status, protected veteran status, genetic information or any other legally protected characteristic. In addition, Stone House complies with applicable state and local laws prohibiting discrimination in employment in each jurisdiction in which it maintains facilities. Managers base employment decisions on the principles of Equal Employment Opportunity, including but not limited to decisions concerning recruiting, hiring, upgrading and downgrading, discharge, training, promotions (in all job titles), compensation, benefits, layoffs, returns from layoffs and social and recreational programs. The intention behind our policy is to provide an equal employment opportunity program that will simultaneously serve the requirements of society, the law, sound business practices, and individual dignity. By this program, Stone House wishes to ensure that all employees have the opportunity to make their maximum contribution to Stone House and to their own career goals.