

## **Purpose Point Learning Academy (PPLA)**

### **Substitute Teacher**

#### **Job Description**

Purpose Point Learning Academy is currently seeking qualified substitute teacher. Our primary objective at the Academy is to provide an atmosphere that promotes a high quality, developmentally appropriate Learning Program that is holistic, child centered, creative, literacy encompassed and supports the education and safety of the children in our care.

**Salary:** \$22.00 - \$36.00 per hour

**Benefits:** Medical, available on a pretax basis, childcare assistance, paid holidays, paid sick time, paid vacation time, and tuition assistance.

We are seeking an inspired and dedicated substitute teacher to fill in in the absence of the regularly assigned teacher. You will be responsible for providing a range of instructional, assessment and positive behavioral support strategies to ensure educational excellence in 18 month -5 year-old children's classrooms. Substitute teachers will be responsible for maintaining a classroom environment that utilizes space, materials, routines, and guidance techniques to effectively facilitate physical, social/emotional, and intellectual development of children that has been established by the assigned Lead Teacher. The Substitute Teacher will enrich the classroom with developmentally appropriate materials while meeting all the Early Learning Standards. They will also maintain a clean, sanitary, attractive, and well-organized classroom that has been established by the Lead Teacher.

#### **Responsibilities include, but are not limited to:**

The Substitute Teacher will maintain a classroom environment that utilizes space, materials, routines, and guidance techniques to effectively facilitate physical, social, emotional, and intellectual development of children.

- Following the Lesson Plan, teaching and implementing the curriculum for all children from infants through preschool children.
- Providing love and quality care for the children throughout the day in order to meet their emotional and physical needs
- Executing indoor and outdoor experiences appropriate to the developmental levels of the children
- Enrich the classroom with appropriate teacher-made materials and exhibits of child artwork.

- Establish and maintain a clean, sanitary, safe, attractive, well organized, healthy learning environment, including full supervision of children at all times, in accordance with child care licensing requirements.
- Work collaboratively with families and other staff to achieve positive outcomes for children of all abilities.
- Provide individualized classroom experiences, embedded throughout the daily routine, that are developmentally, linguistically, culturally and age-appropriate for the children served.
- Interacting with children both physically and verbally throughout the day.
- Document children’s progress through ongoing observation and direct assessment activities; use that data to plan and individualize curriculum.
- Assist children with their personal hygiene and cleanup of classroom.
- Meet with parents, staff, and administration.
- Attend in-service and staff development training programs.
- Be knowledgeable of state licensing requirements.

**Requirements:**

- Prefer a minimum of 12 months experience working with young children
- CDA required. AECE/BA in Early Childhood Education preferred
- Have the ability to juggle multiple duties
- Ability to be Flexible and energetic on the job
- Ability to lift a child weighing 40 pounds, 20 times a day, if needed
- Ability to resolve conflicts between children
- Ability to obtain certification in CPR and First Aid
- Pass physical examination, background check, and fingerprinting screen, and maintain required Physical screen requirements.

Be able to sit in the floor or in child size furniture

Reach with arms and lift up to 35lbs regularly throughout the day.

Walk, stand, balance, stoop, kneel, crouch, crawl, run and be physically active at a child’s level.

Be willing to be exposed to weather conditions that are prevalent during outside time with your assigned class.

- Excellent communication and people skills

We are an equal opportunity employer, committed to creating a diverse and healthy work place.

I understand the job requirements as list above and agree that I am willing and able to fulfil the requirements. \_\_\_\_\_