

**Hours** are scheduled on the needs of the program.

***Candidate must be available every day, Monday through Friday, between 6am and 6pm.***

## **Job Summary**

Childcare Teachers fill an important role on the team at Sunrise Academy.

## **Responsibilities and Duties**

(A more detailed job description will be provided upon request)

- Assist in creating a physical environment that conforms to the NC Star and NC Licensing standards of health and sanitation, nutrition and food preparation, child-teacher ratios and the physical safety and well-being of children and staff. Assist teachers to maintain a clean, tidy, and safe classroom.
- Be flexible in rotating to other classroom allowing each teacher to take bathroom breaks, etc. and/or assisting them with classroom activities as needed.
- Assist teachers in making sure each child's needs in physical, social, emotional, and cognitive development are met, and allow the children to learn through play (including, but not limited to the proper amount of physical activity each day).
- Help supervise children and monitor their behavior, keeping an accurate headcount, and maintaining required teacher-child ratios at all times. Release children to authorized individuals only.
- Help maintain proper documentation of child's attendance, incidents, injuries, behavior, sleep/eating/toileting patterns (when applicable), parent sign-in/out sheets and other necessary information on the appropriate forms.
- Attend all meetings, training opportunities, workshops, and continuing education classes as required.

## **Qualifications and Skills**

- High School Diploma or GED required. Associate's Degree in Early Childhood Development or related degree and NC Early Childhood Credential (NCECC) preferred.
- A minimum of 6 months experience working with children in a facility with knowledge of both child development and the use of developmental curriculum preferred.
- Must be able to properly supervise groups of children at the assigned age-level.
- Must be able to lift children up to 50 lbs. in weight. Must be able to perform light physical demands: some lifting, carrying, pushing and/or pulling; some stooping, kneeling, crouching, and/or crawling; and fine finger dexterity.
- Must be highly motivated.
- Must have ability to relate well to parents, children, and staff.
- Must have flexibility in order to meet daily challenges of working in a childcare environment and to be available during varied work hours as needed.
- Must share the vision of Sunrise Academy CDC as an outreach to the community.
- Must be a Christian and display love and concern for children and their families.
- Must have state of NC requirements: NC Qualifying Letter, current TB Test, annual physical exam (Within the first 60 days).

Job Type: Full and part-time Monday thru Friday from 6am to 6pm

Salary: \$12.00 /hour