



1000 Elm Street | Glenview, Illinois 60025 | 847-729-1440

## **Employment Opportunity:**

### **GLENVIEW COMMUNITY CHURCH NURSERY SCHOOL JOB POSTING**

**Job Title:** Preschool Teacher

**Program:** Part-Day Preschool

**Reports to:** GCCNS Director

#### **POSITION SUMMARY**

The Preschool Teacher is responsible for the academic, social-emotional growth and development of all children in their care. The Preschool Teacher develops partnerships with parents/child's caregivers to engage and encourage parent participation in program. The Preschool Teacher is also responsible for assuring compliance with codes of all State and local governing contracting agencies; and works collegially with other staff members of Glenview Community Church Nursery School.

#### **ESSENTIAL DUTIES & RESPONSIBILITIES**

- Develops, weekly plans, and implements age appropriate curriculum (lesson plan) to nurture and stimulate all domains of children's development in their care.
- Provides a developmentally appropriate classroom environment that reflects the children's learning and growth.
- On an on-going basis, plan, evaluate and improve the physical environment in the classroom to create opportunities to meet the changing needs of the developing child.
- Completes child transition and orientation of the classroom with parents.
- Maintain ongoing, open communication with parents/caregivers.
- Provide a classroom environment that encourages parent participation.
- Ensure that each family receives an opportunity to build strong relationships and experience clear communication with teaching staff.
- Plan periodical parent conferences to discuss children's developmental progress, needs and interests.
- Assures a healthy, safe, clean and developmentally appropriate environment for children.

#### **SCHOOL YEAR/PART-DAY PROGRAM**

September through May. The school observes the holidays and vacations of the Glenview Public Schools District 34.

#### **SALARY**

Salary is based on education and experience.

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### **QUALIFICATIONS**

- Early Childhood Education Degree or an Education Degree in a related area with credits in Early Childhood Education
- At least two years or more of Early Child Development experience preferred.
- Must meet DCFS, NAEYC and GCCNS requirements for teacher education.
- Good communication, problem solving, and priority setting skills as well as maintaining an overall positive and professional attitude /disposition.
- Computer skills needed for record keeping; lesson planning and communication
- Ability to effectively plan, organize and implement educational activities.

### **ABOUT GLENVIEW COMMUNITY NURSERY SCHOOL (GCCNS)**

GCCNS is a developmental, nonsectarian, not-for-profit preschool serving all families. Our purpose is to provide a nurturing environment where each child is encouraged in all areas of growth (social, emotional, physical, cognitive). The development of learning skills is stimulated through guided, creative play and group interactions. For more information please visit our website at [gccns.com](http://gccns.com)

### **TO APPLY**

For consideration please send your resume with a cover letter to:

Marcia Kiraly, Director  
1000 Elm St.  
Glenview, IL 60025  
[marciak@gccucc.org](mailto:marciak@gccucc.org)

The application deadline is **Monday, April 3<sup>rd</sup>, 2017.**