



Updated 2020

EARLY CHILDHOOD EDUCATOR

JOB DESCRIPTION

Position Title – Educator

Reports To: Center Director and Assistant Director

Position Summary:

Early Childhood Educators are responsible for creating an environment that promotes the social, emotional, cognitive, and physical growth of the students in their assigned classes. Educators should serve as a creative mind in implementing curricula's in their classrooms. Educators must be knowledgeable of age-appropriate activities and child development philosophies and practices.

Responsibilities:

- Educators will be responsible for the overall day to day operations of the classrooms.
- Educators must be Knowledgeable of age-appropriate activities and child development philosophies and practices.
- Educators in each assigned classroom will be completely responsible for planning and executing all activities in specific curricula assigned for their classroom.
- Educators are responsible for maintaining between 5-8 learning centers that offer developmentally and age appropriate practices by providing a safe and nurturing environment that promotes the physical, emotional, social, and cognitive development of young children.
- Educators should Adapt the program to the needs of the individual child with concern for his/her interests, special need, talents, and individual style and pace of learning.
- Educators must Maintain a physical environment in the classroom that is inviting and conducive to learning and which lends itself to the teaching of developmentally appropriate activities.
 - Being responsible for ensuring a classroom atmosphere that is conducive to learning, fun, and positive interaction between children
- Educators are responsible for all communication to teachers and parents
 - Educators covering other classes are responsible for obtaining the necessary information from previous Educator in that classroom.
 - All educators are responsible for any communication with parents dealing with their children.
- Educators must be able to Attend all staff meetings, trainings, orientations and on boarding
 - Must actively Participate in recommended training programs, conferences courses, and other activities that ensure professional growth.
 - Failure to attend trainings paid for by KIDS will result in payroll deduction.
- Clean up