

To Apply: Stop by our Center or send resume to gvcdc@yahoo.com.

Job Title: Early Childhood Educators

Reports to: Director, and On-Site Supervisors

Position Description: Early Childhood Educator- The ideal candidate will be passionate about working with children and possesses a solid understanding of child development to help in the engagement of children in age-appropriate activities.

Job Requirements

- Ability to pass background checks
- Strong working knowledge of childhood development
- Ability to perform physical tasks and activities and moving children up to 50 pounds
- Excellent interpersonal skills, professionalism, and patience. Exceptional listening skills, compassion, and the ability to always remain calm.
- Must have or be willing to obtain CPR, 1st aid, universal precautions Mandatory Child Abuse Reporter training and Essentials.

Job Responsibilities

- Planning, implementing, and supervising structured, education activities are developmentally appropriate for the age group you are working with
- Preparing, organizing, and supervising mealtimes and snacks
- Planning and supervising balanced routines that include physical activities, rest, and play
- Providing responsive care and maintaining all safety standards
- Ensuring a safe, sanitary, and orderly environment
- Maintaining professional and positive relationships with parents, children, and staff
- Interact and respond frequently showing affection and respect on the child's level
- Encourage self-help skills and a level of independence appropriate to each child's ability and parents' wishes.
- Support all children's social and emotional development and assist, reassure, guide

and comfort when necessary

- Encourage positive behavior, redirect, and use other Positive Behavior Strategies (PBIS)
- Complete lesson plans weekly that comply with the Center's curriculum requirements
- The classroom environment should be arranged and materials assessable according to the Environmental Rating System for your age group
- Maintain professional relationships with family members by greeting them at pick up and drop off, being courteous, respectful, and by establishing regular communication
- Establish and maintain a relationship of cooperation and respect with co-workers, administration, and families
- Support the mission, goals, and policies of the center

The duties and responsibilities described are not a comprehensive list and that additional activities, duties, or responsibilities may be assigned to the employee from time to time; or the scope of the job may change as necessitated by the Center's demands with or without notice.



Grand View Child Development

3004 E. 38th street

Des Moines, Iowa 50317

Phone: (515)-262-4999

Fax: (515) 564-0879

Email: gvcdc@yahoo.com