Atlanta Community Schools

Great Start Readiness Program (GSRP), Lead Teacher

**POSITION SUMMARY:**

The GSRP Lead teacher is responsible for all aspects of planning, assessing, and instructing 4-year olds, based on needs of each child, and the requirements of the GSRP grant. The Lead teacher is also responsible for maintaining program quality and documentation as outlined in the GSRP Implementation Manual, and DHS licensing guidelines.

**REQUIRED QUALIFICATIONS:**

* Valid Michigan Teaching Certificate with Early Childhood (ZA or ZS) endorsement or Bachelor Degree in Early Childhood Development.

**PREFERRED QUALIFICATIONS:**

* Teaching experience in working with early childhood/preschool children, particularly with at-risk children.
* Knowledge of current research on early childhood literacy
* Skill in providing effective learning experiences that foster academic-growth in a developmentally appropriate manner
* Work effectively, make decisions, and problem solve collaboratively within a team
* Work well with diverse families and engage parents as full partners in their child’s learning
* Ability to act as a resource person for families
* Strong Communication and interpersonal skills to effectively interact with students, parents, and teachers
* Familiarity with TS Gold

**RESPONSIBILITIES:**

* Implement developmentally –appropriate instruction for children using research-based curriculum
* Follow the daily schedule as outlined in the curriculum and GSRP guidelines
* Conduct screening and ongoing assessment of children and provide age-appropriate instructional support
* Attend staff meetings, workshops, and other scheduled program activities as requested
* Collaborate with the associate teacher in planning, team meetings, troubleshooting, and decision making
* Conduct Home visits and conferences with associate teacher to partner with parents to meet the educational needs of their children
* Organize and maintain records for grant and licensing purposes
* Create and update anecdotal records
* Develop newsletters and informational materials for families
* Work with individual and small groups of students
* Support children’s emotional and social development, encouraging understanding of others and positive self-concepts
* Able to work flexible hours as needed for family involvement activities, including home visits, open house
* Maintain confidentiality
* Demonstrate behavior that is professional, ethical, and responsible
* Perform other duties as assigned

**PHYSICAL REQUIREMENTS:**

Employee must be capable of performing physical demands of the job, including but not limited to lifting, bending, stooping, squatting, and standing for long periods of time.