UNIVERSITY OF RHODE ISLAND

Position Description

TITLE: Teacher, Child Development Center

DIVISION: Academic Affairs (HSS)

REPORTS TO: Coordinator, Child Development Center

GRADE: 10

SUPERVISES: Undergraduate Students

BASIC FUNCTION:

Responsible for curriculum planning and implementation, as well as for the supervision of a group of pre-primary children. Responsible for the supervision and training of undergraduate students interning in the Center. Communicate with the families of the children in the Child Development Center, and serve as a representative of the Child Development Center to the surrounding community.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Plan curriculum consistent with developmentally appropriate early childhood educational practice according to guidelines established by the National Association for the Education of Young Children.

Prepare educational materials to meet the physical, social, emotional and cognitive needs of a group of children.

Complete developmental assessments of each child and conduct biannual parent-teacher conferences by parents.

Interact daily with parents sharing pertinent information regarding their children.

Assess, coordinate, supervise and evaluate over 150 intermediate and advanced level students enrolled in the laboratory practicum of HDF 203 and HDF 303 over the course of a calendar year (fall, spring and summer semesters).

Attend all scheduled staff meetings, open houses and other parent functions.

Supervise staff, work study students and teacher aides. Attend to emergency situations in the absence of the coordinator.
OTHER DUTIES AND RESPONSIBILITIES:

Participate in the general organization of the classroom and center.
Show flexibility in meeting the center's scheduling and emergency needs

LICENSES, TOOLS AND EQUIPMENT:

Valid RI early childhood education teacher certification; DCYF and RIDE requirements and certification, including police criminal checks.

ENVIRONMENTAL CONDITIONS:

This position is not substantially exposed to adverse environmental conditions.

QUALIFICATIONS:

Bachelor's degree in early childhood education or related field required; master's degree in early childhood education preferred. Must have and maintain early childhood education teacher certification valid within the State of Rhode Island. Must meet all DCYF and RI Department of Education requirements and certifications, including police criminal checks. Must have at least one year of experience teaching pre-primary children in a laboratory school or related setting. Must demonstrate practices consistent with developmentally appropriate early childhood educational practice according to the guidelines established by the National Association for the Education of Young Children. Experience in supervising undergraduates in teacher preparation programs preferred. Must possess strong interpersonal skills, the ability to communicate effectively verbally and in writing, and to organize, coordinate and supervise support staff. Position is located at the Child Development Center on the URI Feinstein Providence Campus.

ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION TO REASONABLY ACCOMMODATE INDIVIDUALS WITH DISABILITIES.