



## OPENING FOR A FULL TIME PRE-K TEACHER STARTING IN LATE AUGUST 2024

The Laura Vicuna Pre-K is looking for an enthusiastic teacher to work in both a classroom of 2.9-4 year olds and 4-5 year olds. This is a team-teaching position, working with the director and co-teacher. Communication skills, organization, and classroom management skills are a must.

### Job Qualifications:

- Minimum of 12 ECE units
- At least 1 year experience in the field of early childhood education
- Certified in CPR and first aid
- Strong verbal and written communication skills

### Primary Duties:

- Developing weekly activities based on child-centered and teacher-directed curriculum to promote kindergarten readiness.
- Share responsibilities with co-teacher to lead activities that include but are not limited to art, music, math, reading readiness and physical activity according to children's development.
- Interact with children in a positive, warm and respectful manner, encouraging learning through play.
- Keep child safety as your first priority by maintaining visual and auditory supervision in and out of the classroom.
- Greet parents professionally and cordially and share pertinent information regarding the child's day.
- Assist with students' evaluations and progress reports.
- Maintain the cleanliness and organization of the classroom, assisting with classroom displays and upkeep of centers.
- Assume an equal share of housekeeping responsibilities of the staff
- Meet with staff regularly to discuss curriculum, children's issues, etc.
- Respect the confidentiality of school-related information pertaining to children and other staff members.
- Participate in various fundraising events throughout the school year

### Compensation:

- \$23-26/hour (September-June)
- Paid vacation and holidays
- Full health benefits are available

### Program Overview

- The Laura Vicuna Pre-K of Saints Peter and Paul was established in 1987 to inspire and early love of learning and to prepare students for their further education at Saints Peter and Paul School. We operate on a school calendar year, beginning in late August and ending in early June. To learn more about our school, please visit our website [www.sspeterpaulsf.org/prek](http://www.sspeterpaulsf.org/prek)

### To Apply:

Please reply with cover letter and resume. No phone calls please.  
[prek@sspeterpaulsf.org](mailto:prek@sspeterpaulsf.org)

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LAURA VIGUÑA PRE-K  
of Saints Peter and Paul School

