



# Islesboro Preschool

## OPEN POSITION – PRE-K LEAD TEACHER – ISLESBORO PRESCHOOL (IPS)

Seeking a full-time Pre-K teacher to lead the Pre-K program at the [Islesboro Preschool](#). The ideal candidate should possess experience in and a strong passion for early childhood education, lead the improvement and implementation of our curriculum, and be able to maintain effective, respectful working relationships with children, parents, and IPS staff.

Position reports to the Executive Director and is a year-round role. The time commitment will be a minimum of 40 hours per week, with daily in-person time from 8 am – 4 pm. Compensation commensurate with experience.

**Applications due immediately.** Applications should include a resume and cover letter/statement of interest to the attention of our Board of Directors. All application materials should be emailed to Laura Graf, Chair of the Board of Directors, at [board@islesboropreschool.org](mailto:board@islesboropreschool.org).

### Responsibilities will include:

- Utilize and expand upon existing Pre-K curriculum to create comprehensive 12-month program, in partnership with the Executive Director
- Engage in all aspects of classroom development, in a team-based teaching environment, while overseeing the care, safety, and well-being of enrolled children
- Actively participate with children to manage and encourage positive play experiences
- Prepare and execute daily classroom activities
- Prepare information for weekly parent newsletters, in partnership with Executive Director and Infant/Toddler lead teacher
- Maintain a cooperative, positive, and calm attitude and encourage that attitude in others
- Monitor development behavior of enrolled children, making referrals when necessary
- Participate in a minimum of 30 hrs/yr of Maine Roads to Quality professional development training

### Requirements:

- Bachelor's degree preferred; focus in education ideal but not required
- Experience with classroom teaching, education administration, and/or early childhood experience is preferred
- Experience and comfort with computer work, experience with commonly used programs
- Self-motivated and proactive problem solver
- Excellent organizational and project management skills
- Strong communicator and comfort working with co-teachers and parents on difficult topics
- Passionate about working with children and families
- Successful completion of a background check

**Start date:** Immediately upon hiring

