



Posting Date: February, 2020

Position: Substitute Teacher (Long Term)

Department: Early Learning Center **Hours per Week:** On-Call/Varies

Primary Duties and Responsibilities

*The following information is not meant to be all-inclusive.
Other duties and responsibilities may be assigned as necessary.*

This position may lead to regular part-time or full-time employment.

Assist in planning and implementing daily routine, daily lesson plans, and activities with team teacher, meeting basic needs, serving snacks and meals, and providing developmentally appropriate learning activities. Communicates continually with children, parents and center staff on issues relating to the children's social-emotional, physical, cognitive, and language development as well as the safety, health and well being of children in care. Maintains visual and auditory supervision of children at all times to ensure their safety in the classroom and on the playground. Interacts and guides children in an age appropriate manner.

Qualifications

Prior experience in an accredited childcare center is a plus. Requires familiarity with early childhood development programs. Requires knowledge of State of Wisconsin licensing laws. Must be able to relate well with children and adults on a professional level. Must be able to problem solve and professionally respond to variations in schedules and plans. Dependability is a must. Requires general health and mobility, including the physical ability to lift children (minimum of 25 lbs.). Must have the ability to frequently stoop, bend, kneel, stand, and walk. Requires the ability to push and/or pull buggies, strollers and play equipment. Must be able to sit comfortably in a child-size chair. Requires the ability to hear, see and speak. Requires the ability to work independently and demonstrate good judgment. Requires the ability to work with confidential information.

Education

An associate degree in early childhood education is preferred.

At minimum, the following noncredit coursework is required:

- Introduction to the Child Care Profession (formerly Early Childhood 1)
- Skills and Strategies for the Child Care Teacher (formerly Early Childhood 2)
- Fundamentals of Infant and Toddler Care

How to Apply

Apply on-line at <https://www.alverno.edu/jobs/apply/login.php>

Please attach your cover letter and resume to the on-line application.

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