



Erie Day School

Learning today, leading tomorrow.

Early Childhood Educator Job Description

Job Summary

Erie Day School is seeking an Early Childhood Educator for students aged 3-4 years. The teacher will educate and inspire students in developmentally appropriate practices, play, inquiry-based learning, early literacy skills and cooperation among like-age peers.

Essential Duties

The instructor will:

Nurture learners' skills;
Develop relationships;
Teach students how to regulate emotions;
Teach students how to implement cooperation;
Motivate students to understand a love of learning;
Inspire students to investigate and explore their environment;
Develop students' early literacy skills;
Implement expressive language;
Engage students in speaking and listening with adults and peers;
Encourage imagination;
Further students' ability to play freely; and
Implement methods for developing coping mechanisms; among others.

Day-to-day Responsibilities

Teaching a curriculum that aligns with the PA Early Learning Standards;
Connecting instructional content to everyday life;
Linking literature across the curriculum;
Meeting the diverse needs of individual students;
Inspiring students to find enjoyment and fulfillment in reading, writing, speaking and listening;
Working collaboratively and cooperatively within a school-wide and Early Childhood (toddler through PK) team of educators, staff and administrators; and
Effectively communicating in writing and speaking with parents, students and community members.

Qualities Desired Among Applicants

Qualified with a focused bachelor's degree in early childhood or elementary education (graduate degree preferred);
3+ years of teaching experience;
Qualified with a knowledge of learning differences;
Leadership experiences;
Analytical and curious;
Love of literature;
Understanding of independent schools;
Comfort with developmentally appropriate practices
Sociable and easy to talk to with outstanding written and oral communication skills;
Patient and resourceful in the community;
Motivational and inspiring;
Organized and careful about time management;
Devoted to learning;
Interest in collaborating with other educators;
Service-oriented with strong networking skills to ensure access to resources in the broader community;
Detail-oriented;
Technologically savvy;
Enthusiastic about working in an academic atmosphere;
Able to express ideas precisely in writing;
Understanding of the responsibilities in working and collaborating in an elite private school setting;
Interest in networking with other independent school educators;
Desire to pursue professional learning opportunities; and
Interest toward involvement in the school community.

Contact Information

Interested educators should contact Dr. Karen K. Tyler (ktyler@eriedayschool.com) with a cover letter, resume (CV) and two letters of recommendation, including contact information.