



# Community Child Care Council (4C's) of Alameda County

*Providing Services to Families, Children, and Childcare Professionals since 1972*

## **JOB ANNOUNCEMENT**

<b>Position Available:</b>	Lead Teacher (Elihu Harris State Building, Oakland)
<b>Hours:</b>	Full-time (40 hours per week)
<b>Expected Start date:</b>	April 25, 2016
<b>Salary Range:</b>	\$17.33 to \$21.69 per hour, plus benefits
<b>Grade Level:</b>	5

Since 1972, 4C's of Alameda County has been dedicated to providing child care referrals, education, nutrition services, and payment assistance to children, families, and child care providers in Alameda County. 4C's mission is to develop and coordinate resources to strengthen families and children.

The Lead Teacher is responsible for providing a nurturing and stimulating environment that supports developmentally appropriate activities in a play-based program.

The Lead Teacher reports directly to the Site Director of the program. This is a non-exempt position.

### **Duties and Responsibilities**

- Provide the children with a safe, loving, and nurturing environment using ECERS as a guide.
- Assist in the interview process of hiring staff.
- Document Staff observations to support performance appraisals.
- Assist in building a supportive team.
- Provide direct supervision to the teaching staff.
- Be sensitive and responsive to parents and serve as a resource to them.
- Have working knowledge of Title 22 regulations: ratios, supervision of children, health and safety.
- Have current CPR and First Aid

### **Qualifications**

- Child Development Master Teacher Permit required, Site Supervisor Permit preferred
- Ability to relate joyfully and sensitively to children
- Evidence of emotional maturity and stability
- Evidence of sufficient judgment to handle crisis situations and to use supervision constructively
- Physical stamina
- Ability to recognize and to record significant individual and group behavior

For consideration, please mail or fax resume and cover letter to: 4C's of Alameda County, 22351 City Center Dr., Ste 100 Hayward, CA 94541 Fax: 510 538-1736, or e-mail to [resumes@4c-alameda.org](mailto:resumes@4c-alameda.org)