**Calvin Hill Day Care Center**

**150 Highland Street**

**New Haven, CT 06511**

**(203) 764-9350**

**susan@calvinhilldaycare.org**

**Seeking Experienced and Enthusiastic Assistant Teacher for Progressive, Reggio Emilia Inspired,**

**Yale University Affiliated, Nationally Accredited, Full Day Early Childhood Program**

Calvin Hill Day Care Center announces an opening for a full-time assistant teacher beginning in August 2024. We are eager to find an individual to join our team of experienced early childhood professionals for a class of 20 children and 5 staff members We strive in every way to create an inspiring, enriching environment for children to learn. The successful candidate should display enthusiasm, patience, flexibility, adaptability, creativity, and be able to plan, organize, problem solve, and communicate well with others.

Calvin Hill is a Yale-affiliated, Reggio Emilia inspired, non-profit, full-day (7:30-5:30) educational program for the children of Yale and New Haven community families. The Center is known for the professionalism and experience of its teachers and its emphasis on the development of rich, integrated curriculum. The program aims to serve as a support for families, working closely with parents to meet the social, emotional, physical, and intellectual needs of their children.

Calvin Hill upholds the mission of the founders to make high quality childcare affordable by maintaining a sliding scale for tuition. The Center is an inclusive community serving approximately sixty children from a wide variety of ethnic and economic backgrounds. Calvin Hill Day Care Center values diversity in all its forms and seeks candidates who will enhance diversity, equity, inclusion, and belonging in our community.

This position offers a collaborative teaching environment, opportunities for professional development, paid vacation and sick time, a retirement plan, and health benefits through the Yale Health Plan. Salary begins at $31,500 for a 10-month contract.

**Educational Requirements for Assistant Teachers**

* Minimum of 12 credits in early childhood education
* Associate’s degree in child development, early childhood education, or related field preferred

**Qualifications:**

The Successful Candidate must:

* be a thoughtful and mature individual who is able to relate joyfully and sensitively to both children and adults and the community in which the children live.
* be able to create a welcoming and inspiring environment for children to build, create, explore, and discover.
* have experience and knowledge of the Reggio Emilia philosophy and practices.
* understand a progressive approach to early childhood education; practical experience using that model in a classroom and knowledge of child development and its relationship to curriculum creation.
* be able to design curriculum and lesson plans, document student learning, and create an environment that reflects children’s thinking, experiences, and needs.
* have a desire to continue to learn and grow as a professional.
* have writing skills, physical stamina, patience, and integrity.
* have experience working on a team.
* have supervisory experience with young children in a classroom setting.
* be willing to join the rotation of teachers for start and end of the day care and oversee lunch and outdoor activities.

**Please send the following documents to Susan Taddei, Director, at** [**susan@calvinhilldaycare.org**](mailto:susan@calvinhilldaycare.org) **by May 10th. Visits to Calvin Hill and interviews will be conducted in May, with a start date of August 19, 2024.**

* **Cover letter**
* **Resume**
* **Official Transcripts**
* **Reference Letters (3)**
* **Statement of Philosophy of Education, including how you will enhance and expand diversity, equity, and inclusion through this position (3 pages)**
* **Autobiography as it pertains to your career in education (3 pages)**

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**Job Description for the Position of Assistant Teacher at the Calvin Hill Day Care Center, Inc.**

**and Kitty Lustman-Findling Kindergarten**

Assistant Teachers at Calvin Hill will:

1. Treat all children, parents, and colleagues with respect.
2. Uphold the policies, mission, philosophy, and practices of the Center as well as the ideals and principles of the NAEYC Code of Ethical Conduct.
3. Supervise college student workers and volunteers.
4. Participate in lesson-planning meetings with the classroom team and complete weekly planning documents. Extend all areas of the curriculum through outside preparation and research.
5. Document and present children’s work in classroom displays in a timely fashion.
6. Discuss all parent communication with team members and the Director.
7. Collaborate with consultants to plan and implement strategies for individual children and the whole group.
8. Participate in all professional development training required by the Connecticut Office of Early Childhood, NAEYC, and the New Haven School Readiness Program.
9. Attend school events outside of the regular school day including the all-parent meeting, open house, and family potlucks.
10. Complete an individual self-evaluation. Participate in scheduled supervision meetings and annual performance review.
11. Maintain the general upkeep of the classroom. Share the responsibilities related to the daily operation of the Center in rotation with other teachers.
12. Prepare documentation and implement practices necessary to sustain NAEYC accreditation.
13. Fulfill any other responsibilities assigned by the Director and Board of Directors.