

# METROWEST YMCA

7/9/21

## **Full Time Job Opportunities** **in Framingham unless noted otherwise**

**At the MetroWest YMCA, our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. We are welcoming: we are open to all. We are a place where you can belong and become. We are genuine: we value you and embrace your individuality. We are hopeful: we believe in you and your potential to become a catalyst in the world. We are nurturing: we support you in your journey to develop your full potential. We are determined: above all else, we are on a relentless quest to make our community stronger beginning with you! Individuals must already have the ability to legally work in the United States. Competitive pay and benefits! Equal Opportunity Employer.**

**The Y offers a competitive wage and benefit package for full time, year-round employment positions:**

- **Health & dental insurance**
- **Disability and life insurance**
- **10% Y Funded retirement plan**
- **MetroWest YMCA Membership**
- **Discounted program fees**
- **Paid time off and holidays**

## **PRESCHOOL/PRE-K LEAD TEACHER – FULL TIME - FRAMINGHAM**

### **POSITION SUMMARY:**

Provide classroom leadership to ensure a quality experience to a group of children and their families in accordance with Department of Early Education and Care regulations (EEC), National Association for the Education of Young Children (NAEYC) standards as well as MetroWest YMCA philosophy, policies, and practices.

### **ESSENTIAL FUNCTIONS:**

1. Engage and supervise children using positive guidance and support.
2. Lead, communicate and collaborate effectively with a classroom teaching team. Provide leadership to Center when administration is not present.
3. Plan and implement program activities that are culturally relevant, developmentally appropriate and consistent with YMCA priorities. Make ongoing, systematic observations and assessments used to create and monitor progress toward goals for each child.
4. Conduct parent conferences, and maintain positive relationships and effective communication with parents and Y staff. Engage parents as volunteers.
5. Maintain program site and equipment as well as required program records.
6. Adhere to program standards including safety and cleanliness standards.
7. Attend and participate in family nights, program activities, staff meetings and professional development in accordance to individual professional development plan and EEC regulations.
8. Follow YMCA and EEC policies and procedures, including those related to medical and disciplinary situations, child abuse prevention, emergencies, and recording professional development in EEC's Professional Qualification Registry.

9. Models relationship-building skills in all interactions; develops and maintains collaborative relationships with staff, parents and caregivers, and community organizations (e.g., licensing agencies, school administration) to maximize program impact and drive overall outcomes; maintains regular, clear, and concise communication within area of responsibility.

10. Performs other duties as assigned.

**QUALIFICATIONS:**

1. Must be EEC lead teacher certified and committed to ongoing professional development. Bachelor's degree preferred.
2. Compliance with EEC licensing regulations.
3. Previous experience working with children in an NAEYC accredited center and using MyTeachingStrategies.com preferred.
4. Ability to plan, organize and implement age-appropriate/developmentally appropriate program activities.
5. Previous experience with diverse populations. Ability to develop positive, authentic relationships with people from different backgrounds.
6. Bilingual in Spanish or Portuguese a plus.

**WORK ENVIRONMENT & PHYSICAL DEMANDS:**

- **The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.**
- **The employee needs sufficient strength, agility and mobility to perform essential functions, to safely engage with children, and to supervise program activities in a wide variety of indoor and outdoor locations.**
- **While performing the duties of this job, the employee is regularly required to use a computer for extended periods and be able to communicate using a computer and phone/smart device.**
- **The employee frequently is required to sit and reach, and must be able to move around the work environment.**
- **The employee must occasionally lift and/or move up to 40 pounds.**
- **Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust.**
- **The noise level in the work environment is usually moderate.**