

Kindergarten Teacher Job Description

Japhet School

- Plans, prepares, and implements theme-based lessons in accordance with the Kindergarten Curriculum
- Creates a weekly lesson plan that is current and viewable by the Head of School
- Works with the Head of School to regularly update and improve the curriculum based on educational trends and student needs
- Integrates character education daily into the learning environment
- Integrates music, movement, and artistic expression to develop a well-rounded entry into education
- Encourages an environment of creative discovery and a combination of teacher-directed/self-directed play
- Presents information in a variety of formats to address multiple styles of learning
- Works one-on-one and in small learning groups with students to build individual skills
- Supervises Early Childhood (preschool plus kindergarten) lunch at least once per week
- Provides a warm, safe, and nurturing learning environment
- Develops a joy of learning in students
- Models character in action through expressing reliability, punctuality, judgment, respect for self and others, and joy
- Evaluates each student's developmental and academic growth in writing in November and in June, evaluates each student's character growth in November, February, and June
- Attends Monday faculty meetings (weekly in school year), Sunday Open Houses (five), evening all-school events, concerts, and musicals when required
- Supports at least one local 'Preschool Night' (Troy, Royal Oak, Ferndale)
- Participates in whole-school parent-teacher conferences twice a year, and at other times by appointment
- Supports Early Childhood admissions activity by preparing for student visitors, interacting with parents, and assessing student visitors
- Performs other duties assigned by the Head of School
- Supports Japhet School and its leadership

Interested candidates should send an introductory letter and resume with references to japhet@japhetschool.org. We highly recommend that candidates review Japhet School's mission and philosophy on our website and share experience putting these principles into practice.