

# Preschool Teacher

## Montgomery Methodist Children's Center

28325 Kemptown Road, Damascus, MD 20872

### Description

We are looking for qualified preschool classroom teachers who

- will consider at all times the well-being of each child,
- are ready to contribute to the harmonious functioning of the Children's Center, and
- are passionate about teaching from a Christian worldview.

### Requirements

The following are the requirements of the Maryland State Board of Education, Sec. 13a.16.06.09. Child Care Teachers in Preschool Centers.<sup>1</sup> An asterisks next to the requirement indicates that the preschool coordinates or otherwise offers the required training. In addition to the State Education requirements, MMCC requires teachers to be a Follower of Jesus Christ passionate about teaching from a Christian worldview.

A. To qualify or continue to qualify as a child care teacher in a preschool center, an individual shall:

- (1) Be 21 years old or older\*;
- (2) Have a high school diploma, a certificate of high school equivalence, or courses for credit from an accredited college or university;
- (3) Have successfully completed 6 semester hours or 90 clock hours or their equivalent of approved pre-service training, or hold the Child Development Associate Credential issued by the Child Development Associate National Credentialing Program;
- (4) Have completed 3 clock hours of approved training in complying with the Americans with Disabilities Act;
- (5) Effective January 1, 2020, have completed approved basic health and safety training within 90 days of employment;
- (6) Have 9 clock hours of approved pre service training in communicating with staff, parents, and the public, or at least one academic college course for credit; and
- (7) Have at least:
  - (a) 1 year of experience working under supervision primarily with preschoolers in a licensed child care center, nursery school, church-operated school, or similar setting, or as a registered family child care provider caring for preschoolers; or
  - (b) 1 year of college, or a combination of experience and college that together are equivalent to 1 year and meet one of the criteria set forth at §A(6) of this regulation.

B. An individual meets the requirements of §A(3) of this regulation if the individual:

- (1) Holds an associates or higher degree with approved courses in early childhood education;
- (2) Has been qualified before July 1, 2008, as a child care teacher in a preschool center and has been continuously employed since that time at the same or another preschool center;
- (3) Has been approved as a teacher by the Department for early childhood in nursery school through third grade; or
- (4) Is certified by the Department or by any other state for early childhood in nursery school through third grade.

C. A child care teacher in a preschool center shall:<sup>2</sup>

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<sup>1</sup> [Sec. 13a.16.06.09. Child Care Teachers in Preschool Centers, Chapter 13A.16.06. Staff Requirements, Subtitle 16. CHILD CARE CENTERS, Title 13A. Maryland State Board of Education, Code of Maryland Regulations \(elaws.us\)](#)

<sup>2</sup> \*Per MMCC Guidelines

- (1) According to the individual's professional development plan, complete approved continued training, at the rate of at least 12 clock hours per full year of employment as a child care teacher, that consists of a:<sup>3</sup>
  - (a) Minimum of 6 clock hours of core of knowledge training; and
  - (b) Maximum of 6 clock hours of elective training;
- (2) Document completion of the continued training on the professional development plan; and
- (3) Document that the health and safety training, as required by the office, is completed by each staff member by the end of each 12-month period, measured each calendar year.

D. A child care teacher wishing to supervise a group of infants or toddlers shall:

- (1) Unless qualified by the office before July 1, 2008, to supervise a group of infants or toddlers:
  - (a) Meet the requirements of §A of this regulation and have completed 3 semester hours of approved training, or the equivalent, related to the care of infants and toddlers; or
  - (b) Meet the requirements of §A(1), (2), and (4)-(7) of this regulation and have completed 6 semester hours of approved training, or the equivalent, related exclusively to the care of infants and toddlers; and
- (2) Have completed approved training in supporting breastfeeding practices.

### **Work Schedule**

- Part Time Position
- Classes include 9-12 and 9-1 offerings a variety of 2-, 3-, and 4-day offerings
  - Monday/Wednesday (2 year old class)
  - Tuesday/Thursday (2 and 3 year old classes)
  - Monday/Wednesday/Friday (3 and 4 year old classes)
  - Monday through Thursday (4 year old class)
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- Teachers are expected to be in the classroom one-half hour before and one-half hour after the scheduled class time.
- Flexible schedule for the additional 2-hours of paid planning time

### **Expectations**

The duties of the teacher are to:

- Perform duties and responsibilities in agreement with policies stated in the Personnel Manual and Parent Handbook, including training requirements. For a copy of the recent handbook it can be found on our website at: About Us | Montgomery Methodist Childrens Center ([mmchildrenscenter.org](http://mmchildrenscenter.org)).
  - Plan and present lessons in accordance with the school's curriculum and yearly overviews and submit lesson plans as well as curriculum "Weekly Planning" and "Planning for Groups" forms to the director on a timely basis.
  - Report to the Director any concerns or problems relating to the children, parents, or staff who are under the Teacher's supervision.
  - Supervise the classroom assistant, giving clear and consistent directions as to expected classroom duties.
  - Keep a record of students' daily attendance and submit these records to the office at the end of the school year.
  - Keep the classroom in neat and orderly manner at all times. Teachers will prepare the rooms for class opening in the fall and clean and put away equipment and materials at the end of the school year.
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- Attend monthly staff meetings and in-service training sessions as well as designated evening programs such as Back-to-School Night, Open House, and Special Person's Night. Attendance at special school family events such as Sock Hop and Ice Cream Social are encouraged but not required.
- Be well groomed, clean, and neat at all times, presenting a professional appearance appropriate to the position.

**How to Apply**

- Please contact the Director at [msolsen@mmchildrenscenter.org](mailto:msolsen@mmchildrenscenter.org).