



Skagway Child Care Council
DBA Little Dippers Learning Center
PO Box 419, Skagway, Alaska 99840
SkagwayChildCareCouncil@gmail.com

Teacher Job Description

JOB DESCRIPTION:

- Lead a program focused on assigned age group
- Implement and facilitate activities
- Support and guide co-workers and assistant teachers
- Coordinate with other staff for space utilization
- Work primarily with assigned ages and occasionally with mixed age groups
- Coordinate and implement field trips
- Manage behavior of children using developmentally appropriate practices
- Prepare snacks and lunches
- Encourage healthy habits for children in your care, i.e. handwashing, hydration, safety
- Complete documentation as needed per Child Care Licensing requirements (unusual or concerning behavior, any major conflicts between children, accidents, injuries, medication administration, and any other important comments from children or parents, behaviors, or incidents)
- Perform cleaning duties
- Once hired complete required annual training as required by the State of Alaska
- Occasional off-care hours may be needed for program preparation and planning

JOB QUALIFICATIONS:

- Energetic and positive attitude
- Physical ability to care for children
- Provide **three** positive references
- CPR/First Aid Certification or willing to obtain the Certification
- Complete assigned child care training
- Clear federal criminal background check
- Preferred but not required qualifications:
 - Two years of prior experience working in or being a leader of a classroom team with young children; college courses in ECE
 - Childhood Developmental Associates, Child Care Associate, Montessori Certificate, 9+ college credit hours in early childhood development, or be willing to work toward one of these degrees

WORK SCHEDULE

- Be available for monthly training requirements based on availability
- Commitment to part-time or full-time schedule (Monday-Friday 7:30-5:30) with possibility of over time
- Holidays off include Labor Day, Fourth of July, Memorial Day
- Availability for fundraising efforts is appreciated
- Annual evaluation may be scheduled for convenient Sat/Sun hours, 2 weeks prior to final day of work

COMPENSATION:

- Pay: \$18-21/ hour based on experience and educational background
- 2 hours of monthly staff training at regular wage
- Compensation for state required training
- 50% discount for 1 child if enrolled within Little Dippers Learning Center while you are working

To apply, please contact us for an application and send your resume:

littledippersak@gmail.com Website: www.skagwaylittledippers.com