

Lead Teacher After School Program (part-time)

Start Date: Immediate Availability

The Atlanta Speech School has evolved over its 84 years into the nation's most comprehensive center for language and literacy – earning a rising national reputation as the educational equivalent of a teaching hospital. The School attracts a staff of the most gifted and committed teaching professionals who apply the research of the nation's leading brain development and educational experts to achieve transformational language and literacy outcomes for children through its four school divisions, five clinical programs, and Rollins Center for Language & Literacy professional development program. The School has never turned away a child in need of services based on his or her family's financial circumstances. All of the School's efforts are interrelated and intentional, creating a circle of impact that is continually refined and strengthened across all programs. Our mission is to help each person develop his or her full potential through language and literacy. Please visit our website for further information: www.atlantaspeechschool.org.

The After School Program is seeking a part-time lead teacher for grades K-6th who will assist in advancing the mission of the School by his/her work. This part time position is 23 hours per week plus planning days. **Work hours are Monday through Thursday 2:00 p.m. – 6:00 p.m. and Friday 11:00 a.m. to 6:00 p.m.** The person selected for this position will be responsible for assisting in conducting and supervising social/recreational/educational programs, assisting with preparation of classes, and communicating with parents of children enrolled in the Preschool Extended Day Program.

QUALIFICATIONS AND REQUIREMENTS:

A college degree in Early Childhood Education or Special Education or a related field is preferred. Must have the ability and willingness to engage with preschool age children and fulfill responsibilities in accordance with the extended day program policies. Previous teaching experience with preschool age children is required.

Among the many programs at the Atlanta Speech School, children and adults with hearing loss and language processing difficulties are served. Therefore, the clarity of an applicant's speech and language may be part of the hiring decision as they relate to performing the essential functions of the position.

DUTIES AND RESPONSIBILITIES:

- Collaborate with Extended Day Coordinator to implement the daily program
- Plan and prepare materials for classes
- Organize materials at the end of the day
- Participate in extended day classes
- Assist in outdoor playground supervision
- Assist in organizing and maintaining a safe and class-ready environment
- Supervise all activities to ensure safety at all times
- Demonstrate active engagement with children during all activities
- Maintain a professional attitude at all times.
 - Engage students in language throughout their time in the program
 - Engage parents of students as students enter and leave the extended day program
- Maintain certification in Pediatric First Aid and CPR

- Complete in-service training and professional development programs as specified by Bright from the Start, Georgia Department of Early Care and Learning
- Demonstrate proficiency in the use of spreadsheets, email, social media, word processing, and presentation computer programs

TO APPLY

Please submit all of the following documents to ensure that your information is considered: cover letter, resume, college transcript, and written submission describing how your particular skills, talents, and/or expertise could be beneficial to the Atlanta Speech School (please limit to 500 words).

CONTACT

Iris Goodson
Director of Human Resources
hr@atlantaspeechschool.org

Subject line: Lead Teacher, After School Program (part-time)

No phone calls, please

The Atlanta Speech School provides equal employment opportunities to all employees and applicants for employment without regard to race, religion, gender, national origin, age, disability, genetic information, marital status, or status as a covered veteran in accordance with applicable federal, state, and local laws.