



Since 1978, the **Denise Louie Education Center** has provided high-quality multicultural early learning and family support services to insure that Seattle kids will be ready to succeed in school and life. We believe that children from low-income families deserve to grow up in high-quality learning environments and we strive to close the “opportunity gap” so that all children can enter kindergarten ready to be successful.

We currently have an exciting opportunity for **Toddler Lead Teacher** to join our team at our new location at **Sand Point, Seattle**. This position will be responsible for collaborating with the teaching team to provide a high quality, multicultural, inclusive educational experience to prepare all children and families for life and school.

**Responsibilities:**

- Developing and implementing age appropriate activities and weekly lesson plans in accordance with the Center’s policies and philosophy.
- Participating in observing and meeting the needs of individual children’s.
- Leading the planning and execution of the end of year celebration, center meeting and parent training/classroom meetings.
- Preparing and conducting home visits and conferences in a manner that provides individualized information and gets parent input for the curriculum.
- Assisting in the completion of all health and dental screenings to meet the 45/90 day requirements and second screening requirements.
- Managing children’s behavior using positive guidance techniques and handle with Care plans.
- Maintaining an organized environment to complete Child Plus documentation, monthly reports, incident and accident reports, attendance, and record keeping in a timely manner.
- Implement positive guidance techniques and maintain classroom control.
- Develop positive relationships with the children, parents and other staff.
- Collaborate with education staff and mental health consultant to proactively address any child or family concerns.

**Qualifications:**

- High School diploma or equivalent.
- Child Development Credential (CDA), Associate, Bachelor’s Degree or above in Early Childhood Education or related field preferred.
- Bilingual in English and another language (Spanish, Cantonese, Mandarin, Somali, or Vietnamese) preferred.
- Previous experience working with 0 to 3 year old children is desired.
- Ability to walk, stoop, and balance, crouch to allow physical and visual contact with children, see and hear well enough to keep children safe, and engage in physical activity with children
- **Experience with a Head Start program is a plus.**
- Excellent communication written and verbal skills.

**About the position:**

- This is a full time, year round position with 3 to 5 positions to fill.
- Hourly pay is between \$18.10 to \$21.75 depending on the education and experience.