

Assistant Teacher – Early Childhood Center

Cranbrook Schools is seeking an Assistant Teacher for its Early Childhood Center. Responsibilities include: Prepare a daily, well-planned environment with appropriate, meaningful, and interesting activities which stimulate children's involvement and learning. Facilitate children's learning and play in a non-directive, positive, and flexible manner, knowing when and how to step in, shift gears, and adapt activities to promote cognitive and social growth. Assist in planning, supervision and implementation of developmentally appropriate curriculum in accordance with the philosophy of Brookside School. Gear the program, expectations, and responses to the needs of individual children with concern for their interests, ethnic and cultural backgrounds, learning differences, special talents, and individual style and pace of learning. Share responsibility for the ordered arrangement of the learning environment, arrival, dismissal, snack, lunch, and playground supervision. Assist with assessment of children and attend parent/teacher conferences on conference days and evenings. And more. Requirements: The person selected for this position must have professional training in the field of Early Childhood, Child Development, or related professional field, and/or have practical experience working with young children. This person must have a warm and friendly personality, be sensitive to the feelings and needs of others, and be able to relate well to children and team members. Responsibilities must be fulfilled in accordance with Brookside's philosophy. For consideration, please complete and submit a Faculty Application and personal vitae, including a resume, copies of college transcripts and teacher certifications, and contact information for at least three references to: Cranbrook HR, P.O. Box 801, Bloomfield Hills, MI 48303, or fax (248) 645-3014, or email humanresources@cranbrook.edu.