

Position Title: Lead Teacher

Location: St. Catherine Little Saints Childcare – Valley City, ND

Reports To: Childcare Director

Schedule: Full-Time (Hourly)

Start Date: May 1, 2025, or sooner, depending on the needs of Little Saints Childcare.

Position Summary:

The Lead Teacher at **St. Catherine Little Saints Childcare** is vital in creating a **Christ-centered, nurturing environment** where young children are guided in their **spiritual, social, emotional, physical, and academic development**. The Lead Teacher is responsible for implementing a **faith-based curriculum** that aligns with early childhood developmental milestones, managing daily classroom activities, and building strong partnerships with families.

This role requires someone who is energetic, faith-filled, flexible, and passionate about early childhood education. The candidate must also be able to lead by example and foster a classroom rooted in love, structure, and purpose.

Key Responsibilities:

Faith Integration & Catholic Identity:

- Create a loving and Christ-centered environment that reflects the Catholic mission and values of St. Catherine School.
- Incorporate **biblical stories, prayer, and Catholic virtues** into daily classroom routines and learning activities.
- Serve as a positive role model for children and staff in faith and conduct.

Instruction & Classroom Management:

- Plan and implement a **developmentally appropriate, faith-based curriculum** that supports whole-child development.
- Lead classroom routines, activities, and schedules in a way that encourages learning, play, and self-regulation.
- Observe, assess, and document each child's growth, development, and learning milestones.
- Collaborate with teaching assistants to create engaging indoor and outdoor learning experiences.
- Maintain a safe, clean, and organized classroom compliant with state licensing and health guidelines.
- Ensure a consistent, structured, and nurturing environment throughout the day.

Family & Team Collaboration:

- Communicate regularly with parents/guardians to discuss child progress, behavior, and classroom happenings.
 - Work collaboratively with fellow teachers and the Childcare Director to support overall center goals.
 - Assist with training and mentoring assistant teachers as needed.
 - Participate actively in team meetings, professional development, and center-wide events.
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Qualifications:

Required:

- A genuine love for working with children and helping them grow in faith and development
- High school diploma or GED
- Strong communication and interpersonal skills
- Patience, empathy, and flexibility in a fast-paced environment
- Willingness to obtain CPR/First Aid certification

Preferred:

- Associate's or bachelor's degree in early childhood education or a related field
 - CDA (Child Development Associate) Credential or willingness to obtain
 - Previous experience in an early childhood setting or classroom lead role
 - Familiarity with Catholic teachings and ability to model a faith-based lifestyle
 - Ability to multitask, manage time effectively, and adapt to the needs of children and the center
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Compensation & Benefits:

- **Hourly Wage:** \$16–\$18 per hour (commensurate with experience)
 - **Health Insurance:** Single plan coverage
 - **Paid Time Off (PTO)**
 - **Tuition Discount:** Full tuition discount for eligible school-age dependents attending **St. Catherine Elementary School**
 - **Retirement:** 6% employer contribution after 1 year of employment and 1,000 hours worked
 - A positive, mission-driven, faith-filled working environment
 - Ongoing professional development opportunities
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How to Apply:

To apply, please send a **cover letter, resume, and list of three professional references** to:

 **Beth Nadelin, Director** – beth.nadelin@k12.nd.us

 Or call **St. Catherine School and Little Saints Childcare** at **701-845-1453**