**Position Title: Lead Teacher**

**Location:** St. Catherine Little Saints Childcare – Valley City, ND
**Reports To:** Childcare Director
**Schedule:** Full-Time (Hourly)
**Start Date:** May 15, 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 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.

**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

**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

**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**