



## Head Teacher - Early Childhood Learning Center (Infant/Toddler)

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Be the teacher leader you have always dreamed of! Bring your passion, education, and experience to a unique opportunity in Early Childhood Education. Join the founding faculty of a brand-new Early Childhood Learning Center (ECLC), opening on the West Side of Asbury Park, NJ. This beautiful facility will provide a high-fidelity Montessori model environment for children while building on Interfaith Neighbors' long-standing commitment to neighborhood revitalization: caring for, supporting, and educating infants and toddlers in partnership with their extended families.

### Job Description:

The pedagogical Head Teacher is inspired by this opportunity to collaboratively develop and deliver a high-fidelity Montessori Infant Toddler program and activities that support the learning goals of the ECLC. Inspired by a Montessori teacher leader philosophy, the Head Teacher will embrace daily teaching as an opportunity to model best practices, including observation notes and record keeping supporting child development. The Head Teacher will promote an authentic Montessori approach for children through the selection of high-quality materials and family engagement. The Head Teacher will promote continuous quality improvement through deep and sustained professional learning for all Center staff, and through related activities including accreditation self-study. The Head Teacher will support the safety and well-being of staff and children by serving as a designee for the Director, as needed.

### Responsibilities:

- Develop curriculum that meets the learning goals of the ECLC and supports the cognitive development of the children.
- Model best practices through classroom teaching, not to exceed 75% of assigned time.
- Work with teachers to create a supportive, prepared environment for all children.
- Review observation notes and recordkeeping to support optimal development.
- Collaborate with staff in planning strategies that actively engage parents with the curriculum.
- Collaboratively develop and oversee the implementation of a Professional Development Plan for the Center's staff and ensure tracking and recordkeeping in accordance with licensing regulations and best practices.
- Identify educational opportunities to further develop the skills of the Center's staff.
- Stay abreast of new information on child development and share with staff.
- Follow all Center policies and state regulations.
- Maintain a personal professional development plan to promote continuous quality improvement.
- Serve as designee for the Director, as needed.

### Requirements:

- Montessori credential (or in the process of earning one) or experience with Montessori education

- Education Credentials and College Credits and Experience as described in [Chapter 52 manual of Requirements for Child Care Centers](#). Montessori educational equivalent to a Bachelor's preferred
- Excellent leadership, organizational, and interpersonal skills

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### Requirements: (cont'd)

- Strong oral and written communications skills (bilingual preferred)
- Experience leading professional learning
- Solid time management skills
- Updated technology skills, i.e., Microsoft Office Suite (Excel, Word, Outlook, PowerPoint) and general awareness of, and ability to learn and apply, other software platforms
- Ability to work well with others and to foster a team environment
- Infant/child CPR and First Aid certification or willingness to participate in training
- Must clear full background check (as required by DCF state licensing regulations) and pass health and drug screening
- Additional requirements: ability to lift and carry 35 pounds; climbing stairs, bending, standing and sitting for extended periods of time

**The successful candidate may enjoy Interfaith Neighbors' generous benefits package that includes medical, dental, and vision coverage, participation in a 401k retirement savings plan with IFN match, and more.**

*Interfaith Neighbors is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, gender expression, national origin, age, protected veteran or disabled status, or genetic information.*