

## JOB DESCRIPTION

### Lead Early Childhood Educator

The Children's Museum of Manhattan is seeking a Lead Educator for the Museum Early Childhood Program. The Museum's Early Childhood Program serves children ages 6 months – 6 years along with their families. These intimate classes celebrate and nurture individual learning styles by supporting children as they play and discover the world around them. The Museum's unique program features music, art-making, storytelling, science experiments, dancing, and yoga. The successful Lead Educator is creative, enthusiastic, energetic, positive, responsible, and resourceful.

#### Responsibilities:

- Plan and implement monthly unit plans organized around specific themes.
- Integrate content and experiences from Museum exhibits, multiple arts disciplines, and storytelling into the early childhood classroom.
- Design multisensory centers using a variety of materials.
- Maintain all program materials and instruments, and submit order requests as needed.
- Write bi-monthly newsletters to parents with class updates and upcoming activities.
- Collaborate with the Manager of School Programs & Community Outreach, as well as other Early Childhood Educators, to develop new lesson plans and assess current practices.
- Establish an exploratory, welcoming classroom environment for children and their families.

#### Experience & Qualifications:

- Bachelor's degree in child development, museum education, arts education or a related field. Master's preferred.
- **At least 2 years'** experience teaching in an early childhood setting.
- Experience working with and developing/implementing curriculum for ages 2-10.
- Ability to teach through music, visual art, dance/movement, dramatic play, and storytelling.
- Be accountable, enthusiastic, energetic, responsible, punctual, flexible, and reliable individuals who are able to work well with others in a group setting.
- Have experience working with parents in a classroom setting.
- Have experience managing assistants.
- Be able to attend to children's needs with a patient, kind, gentle, and caring attitude and manner.
- Maintain a safe, clean, and organized classroom environment.
- Ability to play an instrument a plus.
- Theater background a plus.
- Ability to engage and communicate with children and adults in a welcoming energetic, friendly, outgoing, and professional manner.
- Demonstrated competency in either early childhood education, science, literacy, visual arts.
- Proven ability to work independently and prioritize tasks.
- Regular availability Monday – Friday mornings and some afternoons.

#### To Apply:

Send resume and cover letter to [schoolprograms@cmom.org](mailto:schoolprograms@cmom.org) with Lead Early Childhood Educator in the subject line.