



Richmond Friends School
**TRUEBLOOD
PRESCHOOL**

Lead Teacher

Position Title:	Lead Teacher
FLSA Classification:	Exempt
Reports to:	Head of School
Hours:	This is a FT benefits eligible position

Position Summary

Major responsibilities for this position include planning and implementing a creative, dynamic classroom program for young learners. Lead teacher will also be responsible for creating a classroom culture that supports children socially, emotionally, academically and spiritually in the tradition of the Religious Society of Friends. Additional major responsibilities include communicating proactively and effectively with parents and the larger Richmond Friends School community.

Qualifications

- Degree is early childhood education /child development or a combination of relevant education/experience
- Previous experience in managing in a preschool environment is highly desirable.

Selected Additional Responsibilities

Program

- Ensure program is compliant with Indiana state law
- Design programs actively support student development in each of the following domains:
 - Clear, demonstrable, age-appropriate academic outcomes and activities
 - Clear, demonstrable, age-appropriate social and emotional learning
 - Clear, demonstrable, age-appropriate outcomes and activities that support a nature-based curriculum
 - Development of age-appropriate activities clearly based in age-appropriate Quaker values and practices

Supervision

- Budget overview in cooperation with School Coordinator
- Ongoing mentoring of assistant teachers

Communication

- Keep all families regularly informed about Trueblood activities
- Activity provide opportunities for parents to become appropriately involved in the education of their children

Administrative

- Work with the School Coordinator in areas clearly delegated by the Head of School
- Active participation in weekly RFS staff meetings
- Coordinating regular Trueblood staff meetings

Lead teacher is also responsible for other activities assigned by the Head of School or, through explicit delegation, by the School Coordinator.

Those wishing to apply should send the following information to Joe McHugh, Interim Head of School, at HeadofSchool@RichmondFriendsSchool.org:

- 1) Letter of interest
- 2) Resume
- 3) Three professional references
- 4) Brief statement of educational philosophy

For an introduction to Quaker education, please consult www.friendscouncil.org for the Friends Council on Education.