
Southeastern Community College

EMPLOYMENT OPPORTUNITY

Child Development Center Lead Teacher (Full Time)

Founded in 1964, Southeastern Community College (SCC) is a public, two-year comprehensive community college. With its "open-door" policy, SCC strives to meet the needs of students with varying backgrounds, resources, interests, abilities, and career goals. More than 30 occupational and liberal arts curriculum programs are offered by the college, which serves an annual full-time equivalent enrollment of approximately 2,000 students in curriculum and continuing education programs. SCC emphasizes quality in designing and delivering instructional, support, and community services. The college commits itself to providing students with opportunities to reach their potential.

SCC is undergoing major changes as it prepares for the future. It has adopted a new vision: To be recognized as the premier rural community college in North Carolina; and a new mission statement: To continuously promote educational attainment, economic development, and cultural enrichment in Columbus County and surrounding areas. To achieve its mission and move towards its vision, SCC is focused on its performance in student success, workforce development, enrollment, employee performance, facilities, resource acquisition & use and community services.

The SCC college campus is located on Hwy. 74-76 between Whiteville and Chadbourn in southeastern North Carolina. SCC is an hour's drive from historic Wilmington and South Carolina's Grand Strand beaches. Serving Columbus County and surrounding areas, the college enjoys exceptional local financial and moral support from a community which expresses great pride in the institution.

Purpose and Function

Under the direction of the SCC Child Development Center Administrator, the teacher provides a warm, nurturing, safe and loving environment where self-concepts are enhanced, independence encouraged and individuality is respected. In order to accomplish the objectives of this position, the teacher performs the following functions:

1. To provide for the care, safety, and well-being of all children in the group.
2. A thorough understanding of the typical and atypical growth and development of young children.
3. Provides an environment that is warm, clean and pleasant allowing children to grow and explore.
4. Interacts effectively with children, parents, staff, students, and the general public.
5. Implements a model program that complies with current research on Developmentally Appropriate Practices and positive child guidance.
6. Exhibits personal qualities of patience, cheerfulness optimism, flexibility, cooperation, and reliability.
7. Responds to emergencies calmly.
8. The ability to plan and implement appropriate activities for young children.
9. Speaks distinctly and serves as a satisfactory language model for children.
10. Works well without close supervision.
11. Models developmentally appropriate teaching techniques consistent with classroom training for students, interns, and practicing professionals.
12. Positively and constructively instructs, supervises, and assists with evaluation of curriculum students/work study students assigned to the classroom.
13. Collaborates with Early Childhood Faculty in coordinating and supporting curriculum learning experiences.
14. Commitment to the community college "open door" philosophy and the comprehensive community college concept.
15. Commitment to mission and philosophy of both the Early Childhood Education Department and the SCC Child Development Center.

Minimum Requirements for the Position:

1. Associate's Degree in Child Development or a closely related field.
2. Minimum of 2 years of experience in the Early Childhood Education field.
3. Minimum of a Level II Administrator's Credential issued by the North Carolina Child Division of Child Development and Early Education and be eligible to earn a Level III Administrator's Credential.

4. Knowledge of North Carolina licensing regulations and NAEYC Accreditation and willingness to maintain national accreditation.
5. Completion of a statement of Physical Health required by the Department of Human Resources, Division of Child Development.
6. Annual TB testing.
7. Current criminal background check.
8. Completed playground safety training, emergency preparedness, current first aid and safety/infant and child CPR certification, required by the North Carolina Child Division of Child Development and Early Education. *Additional required training as needed.*
9. Commitment to complete required training hours as mandated by the North Carolina Child Division of Child Development and Early Education child-care licensing laws.

Preferred Requirements:

1. Bachelor's Degree in Early Childhood Education or a closely related field.
2. Administrative experience in Early Childhood Education.
3. Experience providing effective supervision and guidance to program staff to ensure that program goals and philosophy are being achieved.

Skills and Abilities:

1. Ability to work flexible hours in order to meet the needs of the program.
2. Ability to lift 40lbs.
3. Ability to walk, squat, kneel, sit on floor, see, hear, and speak with children to ensure children's health and safety.
4. Ability to gain cooperation through discussion and consensus-building processes.
5. Ability to effectively direct the provision of academic instruction for the College.
6. Ability to develop and maintain effective working relationships with community organizations, college staff, and the general public.

Excellent references from previous employers must be furnished upon request. The preferred start date is August 6, 2018.

A completed Southeastern Community College application (located on the SCC website), a resume, letter of interest addressing the requirements and educational transcripts (unofficial copies of transcripts will be sufficient for the screening process, but official copies must be submitted prior to employment) must be submitted to the college Human Resources Office in order for applicants to be considered for this position. First review of applications will begin July 9, 2018. Applications accepted until filled.

Applicants should send all documents and inquiries to the Human Resources Office, Southeastern Community College, P.O. Box 151, Whiteville, NC 28472. Telephone (910) 642-7141, extension 310. www.sccnc.edu.

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