



## Andrews Osborne ACADEMY

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### **Long Term Substitute Preschool Teacher**

Andrews Osborne Academy seeks candidates for a preschool teacher (PreK3 and PreK4) for a maternity leave, beginning approximately in mid-January and ending approximately mid-March. This is a temporary, full time position.

The successful candidate must possess the interest and energy to thrive within a lively workplace, a genuine love of working with young children, a sense of humor and the ability to work in a highly collaborative and collegial environment, as well as, be comfortable incorporating the use of various technologies to support student learning. He or she should be a licensed preschool teacher.

#### **Duties and Responsibilities:**

- Key duties for faculty members include classroom instruction; effective communication with students, parents and colleagues; active participation in the school community

#### **The Preschool teacher will:**

- Display flexibility, optimism, creativity, high expectations, and a growth mindset
- Develop positive working relationships with colleagues, students and families
- Attend faculty meetings as needed
- Demonstrate excellent communication skills, both written and oral
- Write reports and conduct parent conferences
- Perform other duties as assigned by the Director and Head of School

#### **Qualifications:**

- Must love working with and have a deep understanding of the developmental needs of preschool aged children
- Bachelor's degree at a minimum
- Preschool licensure required (non-tax certificate acceptable)
- Preschool teaching experience preferable at an Independent School
- References should speak to an applicant's ability to be a dynamic teacher, to be professional, creative, and innovative in the implementation of school programming

#### **Application Process:**

Email a letter of interest, statement of educational philosophy, contact information of three references and an updated resume to:

Theresa Frisbie  
Lower School Director



Andrews Osborne  
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38588 Mentor Ave.

Willoughby, Ohio 44094

[tfrisbie@andrewsosborne.org](mailto:tfrisbie@andrewsosborne.org)

No phone inquiries please

*All applicants should know that a formal BCI/FBI background check, and extensive communication with references will be a part of this hiring process.*

*Andrews Osborne Academy is an equal opportunity employer committed to cultural diversity in our workforce.*

[www.andrewsosborne.org](http://www.andrewsosborne.org)