

Assistant Teacher – Early Childhood Center

Cranbrook Schools is seeking an Assistant Teacher for its Early Childhood Center. **Responsibilities include:** Assist in implementation of the daily program under the direction of the classroom teachers. Assist teachers in preparation of materials, supplies, and set-up of the learning environment. Share responsibility for the ordered arrangement of the learning environment and general housekeeping responsibilities. Assist with preparation and implementation of daily snacks. Supervise and eat lunch with the children daily. Share before-school care, arrival, dismissal and playground supervision. And more. **Requirements:** The person selected for this position must have professional training in the field of Early Childhood, Child Development, or related professional field, and/or have practical experience working with young children. This person must have a warm and friendly personality, be sensitive to the feelings and needs of others, and be able to relate well to children and team members. Responsibilities must be fulfilled in accordance with Brookside's philosophy. For consideration, please complete and submit a Faculty Application and personal vitae, including a resume, copies of college transcripts and teacher certifications, and contact information for at least three references to: Cranbrook HR, P.O. Box 801, Bloomfield Hills, MI 48303, or fax (248) 645-3014, or email humanresources@cranbrook.edu. **This will be a one year, full-time position for the 2019-2020 school year.**