

## Early Childhood Classroom Teacher

**Reports to:** Director of Early Childhood Education

**Position Status:** Full Time, Exempt

Momentous Institute is a not-for-profit organization with a ninety-year history of serving children and families. Momentous School is an accredited laboratory school educating 248 inner city children from three years of age through fifth grade. The school has a proven record of accomplishment of excellence, demonstrating that children living in urban and low-income settings are capable of remarkable achievements when participating in a true community school.

### Duties:

- Create and maintain a classroom environment attending to the social and emotional health of all students with high expectations for rigorous academics
- Collaboratively develop, implement and assess curriculum using the Texas Essential Skills and Knowledge as Standards
- Participate in ongoing school wide and grade level research
- Develop and maintain positive relationships with families
- Participate in all informal and formal vertical and horizontal collaboration and professional development
- Build and maintain a reflective teaching practice

### Actions and Responsibilities:

#### Social and Emotional Development

- Create a safe, social and emotional healthy environment
- Teach social and emotional skills
- Model and illustrate the use of Momentous School core values in everyday situations
- Maintain an awareness of any personal and/or family issues that could have an effect on student learning and collaborate with administration and other colleagues as concerns arise
- Respond to needs of students and parents

#### Curriculum

- Continuously assess students' strengths and needs and apply to instructional plans
- Collaboratively plan and implement active, meaningful lessons by accessing the help and expertise of administration and other colleagues
- Incorporate appropriate field trips and integrate technology in meaningful ways

#### Parents

- Communicate regularly with families through telephone calls, conferences, informal meetings and letters
- Keep families informed of student progress
- Encourage participation in school-related activities
- Develop an open-door policy for family classroom visitation

### Personal and Professional

- Excellent interpersonal skills
- Demonstrated high standards of personal integrity and initiative
- Knowledge of social and emotional health including some knowledge of trauma informed teaching
- Demonstrated commitment to improving urban education
- Demonstrated commitment to pursuing personal, professional growth

### **Qualifications**

- Bachelor's degree or higher, in education, from an accredited university
- Texas Teacher Certificate
- Bilingual for Early Childhood grade levels preferred
- Minimum three years' classroom teaching experience
- Advanced knowledge/ability to easily learn Microsoft Office applications (Word, Excel, PowerPoint), and to develop creative ways to integrate technology into daily curriculum

### **Interested:**

- Applications are currently being accepted and the position will remain open until filled.  
Please send letter of interest and resume to:  
**Sandra Nobles**  
**Director of Education**  
[snobles@momentousinstitute.org](mailto:snobles@momentousinstitute.org)
- Momentous Institute maintains a policy of non-discrimination for all employees and applicants in every facet of the organization's operations. Momentous Institute hires, trains, and promotes all qualified employees without discrimination on the basis of race, color, sex, religion, national origin, age, military status, disability, genetic information, gender identity, or sexual orientation.
- All employment offers are contingent upon successful completion of a criminal background investigation, including a check of the National Sex Offender Registry

### Policy Statement

**No form of abuse will be tolerated, and confirmed abuse will result in immediate termination. Momentous Institute will fully cooperate with authorities if allegations of abuse are made requiring investigation.**