



Daycare Teacher

OnTrack is an equal opportunity employer. OnTrack does not discriminate against applicants or employees based on race, color, gender, religion, age, national origin, physical or mental disability, sexual orientation, gender identity, family relationship, marital status, veteran status, military service, employment status, or any other classification protected by local, state, or federal law. Any person who needs accommodation to participate in the application process should communicate with Human Resources. Any employee who needs accommodation to perform the essential functions of their job should communicate with their supervisor. OnTrack will work with an applicant or employee to evaluate whether there is a reasonable accommodation that does not pose an undue hardship on the operations of their department.

JOB SUMMARY: Provide a safe, interactive, and educational environment for children.

SUPERVISED BY: Daycare Director

STATUS: This position is non-exempt, full time.

GENERAL: Responsible for the daily care and supervision of children, including children with trauma. Daycare Teachers are responsible for implementing the daily program for the children including activities that promote social, emotional, and physical development of each child. Works with Director on program content and provides feedback. Residential Daycare Teachers have the responsibility of making daycare creative and educational – but safe. Provides trauma-based care for children with ages ranging from infant -5 years old.

Supervision Exercised: None

Essential Functions:

- Establish and maintain strong communication with parents.
- Clear understanding of mandatory reporting functions with regards to child safety. Ability to recognize any signs of abuse or neglect, document, and report immediately to supervisor.
- Create and deliver age-appropriate varied activities for assigned classroom.
- Ability to re-direct child(ren) as needed to avoid confrontation or allowing a situation to escalate.
- Understand specific needs of each child.
- Strong boundary setting skills.
- Interact appropriately with children. Supports their play, exploration, and learning, using positive phrasing/reinforcement and naturally occurring teaching opportunities.
- Flexibility in approach to work; ability to handle immediate and unforeseen changes (Ex: classroom changes in child enrollment and/or staffing).
- Maintain a warm and caring social/emotional-focused, play-based environment for all children regardless of abilities.
- Demonstrate a cultural awareness and sensitivity to the unique needs and conditions of our children and their families. Maintain the confidentiality of information for each child, family, and staff member, both in and out of the Center.
- Maintain a clean, safe, and nurturing learning environment.

JOB REQUIREMENTS

Experience and Skills Requirements:

- Minimum 1-year experience teaching in a classroom setting.
- Must be a step 8 in the Oregon Registry -OR- have a minimum 1,500 hours in a certified center.
- Understanding of Trauma Informed Care; ACES.

Education/Licensure/Certification requirement:

- Enrollment in the Oregon Department of Education Early Learning Division Central Background Registry (to be maintained throughout employment).
- Documentation of completion of the Recognizing and Reporting Child Abuse class.
- Current First Aid/CPR and Food Handler's Card.
- Proof of COVID vaccination required.

Background: Clear background check.

Work environment: This job is extremely active and located in a childcare environment. Visual acuity is required for review of paperwork, any documentations and parent/supervisor notes. Ability to use a telephone, computer and basic office equipment is required.

References: 3 professional references required to verify experience.

Not Comprehensive List: *This is not intended to be a comprehensive list of all duties and responsibilities and is representative of the scope of the work. The duties and responsibilities listed in this job description may be subject to change at any time due to reasonable accommodation or other reasons.*