



INTERNATIONAL ACADEMY NEW YORK

Job Description for Toddler/Nursery/PreK Teacher

All teachers at the International Academy (IANY) will perform the following duties in compliance with annual contracts and the IANY Employee Handbook:

- Understand the school's mission and uphold its intent
- Understand the Child Care Service Safety Plan
- Plan thoughtful and creative lessons which further students' language acquisition in Spanish or Mandarin and deepen their understanding of a multi-cultural world
- Consider individual learning styles and stage in child development for all students when creating curriculum and classroom activities
- Keep an updated curriculum map to document instructional activities, resources, and differentiation strategies
- Produce a weekly blog for parents demonstrating classroom activities and learning engagements
- Conduct formal assessments during assessment windows and use results to determine focus for instruction and determine growth over time
- Write a well documented narrative report, referencing assessments at the conclusion of three terms
- Meet formally with each student's parent(s) three times a year
- Be present for weekly faculty meetings and for those occurring before and after the school year
- Maintain an orderly and inviting classroom environment that is conducive to fostering independence in students
- Work supportively and respectfully with all colleagues
- Actively seek ways to strengthen and support the school's enrollment efforts
- Bring joy and enthusiasm to students and colleagues each day

This position requires credentials and qualifications and necessary training and background checks that comply with NYS Early Childhood guidelines.

NOTICE OF NONDISCRIMINATION The International Academy of New York believes that all persons are entitled to equal employment opportunity. The School prohibits discrimination on the basis of race, religion, color, creed, age, sex, sexual orientation, gender, gender identity, national origin, culture, background, physical or mental disability, or any other legally protected classes or classifications. No employee or job applicant will be discriminated against in recruitment, compensation, promotion, or termination practices.