



Black Belt Community Foundation

OSR Teacher Job Announcement

Title: OSR – Office of School Readiness / Pre-K Teacher

Location: Easter Seals

Reports To: Center Manager

FLSA Status: Non-Exempt

Mission: The mission of the Black Belt Community Foundation is to forge a collective stream of giving from the community and other sources so we, the people of the Black Belt, can enhance our continuing efforts to lift ourselves by taking what we have to make what we need.

Job Summary: The OSR Teacher is responsible for the planning, implementation, and coordination of a comprehensive early childhood education program. This role ensures the delivery of high-quality educational experiences to children in compliance with Head Start Performance Standards, policies, and procedures. The OSR Teacher will work closely with families to support children's development and school readiness.

ESSENTIAL FUNCTIONS:

- **Curriculum:** Develop and implement age-appropriate lesson plans aligned with Creative/High Scope Curriculum and Head Start standards; incorporate culturally relevant activities.
- **Classroom Management:** Create a safe, engaging environment; establish routines supporting positive behavior; conduct ongoing assessments.
- **Family Engagement:** Build supportive relationships with families; conduct home visits and conferences; provide resources and referrals.
- **Professional Development:** Participate in training and team meetings; stay current on best practices.
- **Compliance & Documentation:** Maintain accurate records of children's progress and attendance; ensure regulatory compliance; assist with self-assessments.

QUALIFICATIONS:

Education: AA/AS in Early Childhood Education OR BA/BS in Early Childhood Education –OR- state awarded preschool teacher certification with experience teaching preschool aged children–OR- BA/BS in related field with at least six college courses in Early Childhood Education.

Experience: Prior experience with children ages 0-5 years preferred; Head Start experience is a plus.

Skills: Knowledge of child development, strong communication, teamwork, and commitment to BBCF mission/values.

Physical: Ability to lift up to 50 lbs. and actively engage with children.

How to Apply: Submit a cover letter and resume to HR@blackbeltfound.org or complete an application online.