



Early Childhood Lead Teacher Job Posting

Position: Lead Early Childhood Teacher

Grade: Full Time, Non-Exempt, Potential Union

Hours: 7.5-hour shifts Monday to Friday between 7am and 6pm

Rate Range: \$24.26 to \$31.97 per hour (based on experience)

Summary

J Los Angeles Early Childhood Center (ECC) is a community-based school with Jewish values, which supports the community in which it sits and, as such, our educators are supported as they take their students on journeys to explore concepts such as kindness, equity, social justice and more! Come work in a school that is supported by four pillars: Heart – a warm, welcoming, and diverse community that cares about its families; Standards – experienced, nurturing teachers who use play and art-based curriculum to inspire development; Flexibility – flexible hours and a variety of schedules to meet our families where they are; Jewish – we are proudly guided by Jewish values and open to all.

The J Los Angeles ECC is looking for energetic, open-minded Lead Teachers to help foster curiosity, exploration, and respect with young children. We need teachers who make value-based decisions and participate actively in a team based on the ideals of our four pillars: Heart, Standards, Flexibility, and Jewish. Candidates should love working with children and believe that infants and toddlers are competent individuals worthy of a loving, engaging environment. Judaic values and traditions are incorporated into everyday learning.

The J Los Angeles ECC can provide you the opportunity to dramatically impact the lives of young children and families while you grow into the teacher you want to be. We provide many professional development opportunities for teachers to learn and grow.

Responsibilities and Duties

Community & Relationship Building

- Interact and connect with children, families, and J Los Angeles partners in ways that support strong relationships, respect, and collaboration.
- Communicate daily with families through playground messages and in-person exchanges, scheduling and conducting bi-annual parent-teacher conferences and completing all required conference forms prior to each meeting.
- Touch base individually with each parent at least once every two weeks via a playground message providing a meaningful update about their child's development, learning, or milestones.
- Support families in their ongoing learning and maintain open, respectful lines of communication.
- Maintain a positive working relationship with co-teachers grounded in cooperation and compromise. A classroom should reflect a true melding of all teachers in the space – a shared environment built through mutual respect and professional collaboration.
- Attend monthly staff meetings and participate actively as a contributing member of the school community.



- Accept responsibility for the well-being of all children and staff in your care during your shift.

Classroom Environment & Daily Setup

- Work in a co-teaching team to maintain a healthy, safe, and engaging classroom environment for a group of 12–18 infants/toddlers.
- Set at least three tables each morning with intentional learning provocations that connect to the classroom's current explorations and inquiry topics.
- Update classroom bulletin boards on a monthly basis to reflect current learning themes, children's work, and classroom community.
- Approach conflicts as opportunities to learn and coach children to be creative, confident problem solvers.

Curriculum Development & Documentation

- Foster a rich play-based curriculum rooted in Judaic values and traditions, honoring a strong view of children as capable learners and thinkers.
- Adhere to curriculum themes prescribed by Teaching Administration, ensuring alignment with school-wide learning goals and seasonal programming.
- Complete a curriculum calendar by the 1st of each month outlining planned provocations, activities, themes, and learning goals for the upcoming month.
- Post brief daily updates on the playground platform each day, including a minimum of five (5) photos from the day's activities. These updates should reflect children's engagement, learning moments, and classroom community.
- Complete and post a weekly classroom newsletter on the playground platform every Friday. Each newsletter must include a recap of the week's activities and an explanation of the educational purpose and learning intentions behind those activities.
- Complete a minimum of one (1) learning story per month to be posted in your classroom. Learning stories should document and celebrate meaningful moments of children's learning and growth.
- Maintain Spanish curriculum standards within the classroom, including at least one circle time song in Spanish per day and ensuring that a minimum of 30% of classroom commands, transitions, and daily routines are delivered in Spanish.

Important Note on Lead Teacher Accountability: The duties outlined above are the responsibility of the Lead Teacher and may not be reassigned to Assistant Teachers without the prior written approval of Teaching Administration or Management. Lead Teachers are accountable for the timely and quality completion of all documentation, communication, and curriculum responsibilities described in this posting.

Qualifications and Skills

Education & California Licensing Requirements

This position requires compliance with California Department of Social Services (CDSS) Title 22 Community Care Licensing regulations and, where applicable, California Department of Education (CDE) Title 5 standards. The following education and permit requirements apply:

**Minimum Required (Title 22 – California Licensed Childcare Programs):**

- A minimum of 24 semester units of Early Childhood Education (ECE) or Child Development (CD) coursework from a WASC-accredited institution, satisfying California Title 5 requirements for the Child Development Teacher Permit level.
- Required core coursework must include: (1) Child Growth and Development; (2) Child, Family, and Community; (3) Programs/Curriculum (Principles and Practices in Early Childhood Education); and (4) at least one additional ECE/CD elective.
- A minimum of 3 semester units specifically focused on Infant and Toddler Care (required for lead teacher assignment in infant/toddler classrooms under Title 22).
- A minimum of 175 days of verified experience (at least 3 hours/day) working with young children in a licensed or comparable group childcare setting, as required for the California Child Development Teacher Permit.
- Possession of, or active progress toward, a California Child Development Teacher Permit issued by the California Commission on Teacher Credentialing (CTC). Candidates who hold an Associate Teacher Permit must obtain the Teacher Permit within 12 months of hire.
- Active compliance with California Department of Social Services (CDSS) Title 22 background clearance requirements, including a current Criminal Record Clearance and Child Abuse Index check prior to employment.
- Current pediatric CPR and First Aid certification (must be willing to obtain prior to first day; renewal required per CDSS regulations).
- Completion of Health and Safety training as required by California licensed childcare programs (minimum 15 hours, including Pediatric First Aid/CPR, preventable disease, and nutrition).

Preferred Qualifications:

- California Child Development Master Teacher Permit or higher (requires 24+ ECE/CD units, 16 general education units, and 6 specialized units in areas such as Infant/Toddler Care, Bilingual/Bicultural Development, or Special Needs).
- An Associate of Arts (AA) degree or higher in Early Childhood Education, Child Development, or a closely related field from an accredited institution.
- 6 or more semester units in Infant and Toddler Development and Care.
- Familiarity with California's Child Development Permit Matrix (revised February 2025) and active participation in the Professional Growth Plan (PGP) required for permit renewal.
- Knowledge of or experience with Title 5 state-funded early education program standards (e.g., Head Start, State Preschool).

Professional Skills & Competencies

- At least 1 year of lead teaching experience working with infants and/or toddlers in a licensed childcare center or comparable group care setting.
- Excellent written and verbal communication skills for daily interaction with children, families, and staff.
- Willingness to work collaboratively with co-teachers and problem solve in a team environment.



- Ability to be self-directed, manage time, and complete required documentation and curriculum planning on schedule.
- Open to learning and ongoing professional development; ability to self-reflect regularly and grow professionally.
- Able to meet the physical demands of the position, including caring for active young children, repetitive bending, and lifting.

Application Procedures

Interested applicants, please email your résumé with a cover letter describing your qualifications to hr@thejla.org. Please use "Lead Early Childhood Teacher" as the subject line. No phone calls, please; we will contact qualified candidates to set up interviews. The position will remain open until the staffing need is met and may close without advance notice.

J Los Angeles is an equal opportunity employer committed to complying with all applicable laws providing equal employment opportunity and makes employment decisions on the basis of merit. Our policy prohibits unlawful discrimination based on race, color, creed, sex, religion, marital status, veteran status, age, national origin, or ancestry, physical or mental disability, medical condition, sexual orientation, gender identity or any other consideration made unlawful by federal, state, or local laws. To learn more about J Los Angeles, find us on the web at thejla.org.