**Employer Information**
Fairmount Cooperative Preschool in Cleveland Heights, OH

Fairmount Church Cooperative Nursery School (FCCNS) is dedicated to nurturing, educating and enriching children as they ‘learn through play’ and learn how to share and cooperate with others. The school supports a classroom atmosphere of mutual respect, positive self-awareness, and learning at each child’s individual pace. The overall program is designed for three to five years of age and offers exposure to art, music, science, books, dramatic play and the world in which our children are growing up.

The school is a non-profit, non-sectarian, non-discriminatory school whose primary concern is the enrichment of young children. Parents or guardians of students are welcome and encouraged to visit the school at any time and actively participate in the classroom through parent helping on a regular rotating schedule.

FCCNS is an Equal Opportunity Employer.


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**Position Description**
Part-time Assistant Teacher for three year olds starting August 2015

- Three mornings per week, Wednesday thru Friday
- Extended hours until 2:00 pm will also be required on various Thursdays.
- Starting salary is commensurate with experience.

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**General Staff Requirements**
- Assuming an equal share of the joint housekeeping responsibilities of the staff.
- Attending staff meetings and at least three Board meetings per year.
- Assisting in long and short range program planning evaluation.
- Helping to implement methods for effectively utilizing the services of Parent Helpers.
- Assisting in the planning and implementing of methods of establishing a positive relationship with parents of the students via daily contact, home visits, conferences, etc.
- Assisting in public relations events sponsored by the school.
- Maintaining professional attitudes and being supportive of the school.
- Participating in training required by school and/or state (ie: First Aid, CPR).

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**Preferred Qualifications**
- Candidates shall possess some experience working with young children, preferably in a classroom setting.
- Some knowledge of appropriate practices in Early Childhood Development is required.
- Further experience and formal education is preferred.
- This position is ideal for a parent with school age children as it has confined time requirements that do not conflict with parenting duties, as well part-time students seeking a degree in early childhood education.
- Candidates interested in a long term commitment to the school are preferred.

**Contact Information**

Interested parties should send a cover letter and resume to FCCNS, c/o Julie Mokotoff, 2816 Corydon Rd. Cleveland Heights, OH 44118 or email to juliemokotoff@gmail.com.

Applications should be received by May 31, 2015. Application process may be extended if qualified applicants are still sought.