

# Primary Educator

TODDLER CLASSROOM

FULLTIME (8:00-5:00)

## Job Summary

The role of primary educators in this environment is vital to the mission of the organization. We are seeking highly motivated, passionate, creative, educators to be a voice at the table (along with program leadership and families) in the direction of our vision and new journey. Through reflective teaching and purposeful interactions, you will create an environment that will nurture global citizens and create stewards of the world. Our ideal candidate has excellent communication with children, families and teaching partners and are fully engaged in the educational process of inquiry, observation, and reflection.

## Classroom Responsibility

- Creating thoughtful and engaging provocations that inspire play and curiosity that enhance mental, physical, and social-emotional development
- Careful observation, learning, and documentation of classroom interactions and activities (individual and whole group)
- Collaboratively designing the classroom space to best meet the needs of children, and being flexible and open to reinterpretation as demand for change of environment arises throughout the school year
- Fostering a positive, emergent learning environment, for children with a focus on social and emotional well-being
- Creating and imposing age-appropriate standards of behavior and principles through a social constructivist approach

## Teaching Team Partnerships

- Build and maintain positive relationships with co-teachers through communication and collaboration
- Meet with your teaching team on a routine basis to review observations, create lessons, organize, and restructure
- Delegating and managing classroom and teaching responsibilities
- Creating meaningful and relevant emergent curriculum.

## Communication Expectation

- Maintaining regular communication with families by email correspondence (individual emails, weekly newsletters) and verbal communication
- Sharing classroom documentation through said newsletters and in displays throughout the classroom and shared spaces
- Planning and facilitating bi-annual family teacher conferences and end of the year collaborative conferences
- Meeting with families and administration as well as outside resources to find avenues of support for individual children when needed.

## Experience Qualifications

- A sense of joy and enthusiasm for teaching and learning
- Bachelor's degree or higher in Early Childhood Education or related field (preferred)
- Excellent written and verbal communication skills
- Strong organizational and classroom management skills
- To have the physical strength to lift and carry children, if needed
- Familiarity with a variety of early childhood educational approaches (Reggio-Emilia, Montessori, Waldorf, project-based learning, emergent curriculum, etc.) and a willingness to hybridize
- Adequate knowledge on principles/policies of safety and age-appropriate activities for children

## Salary Range

\$45,000-\$55,000 annually +plus strong benefit package including paid time off, holidays, professional development, advocacy days, medical/dental/vision, and so much more!

## Our Vision:

Hilltop honors and trusts children, engages families, and inspires educators to create a more just and joyful world.

## Our Mission:

Hilltop is transforming early childhood education through play, collaboration, and reflection: in our classrooms with children, partnerships with families, and professional development with educators.

## Our Values:

### Learning in Relationship

We seek and cultivate a wide breadth of thought and ideas as the foundation for meaningful connections with and intentional commitments to each other, which promotes social responsibility, interest in the unfamiliar, and respect for nature.

*We believe in reciprocal influence.*

### Emergent Curriculum

We evoke new perspective by noticing, inquiring about, and reflecting on moments of curiosity or passion and make that discovery visible through documentation and expressive media.

*We believe learning is constructed through experiences, inquiry, and reflection.*

### Leadership in Community

We foster courageous leadership and serve as a model of innovative, reflective early childhood education practices.

*We believe that collective contributions lead to bold action.*

### Organizational Integrity

We commit to transparent and responsible organizational practices that uphold our mission, sustain Hilltop, and bring playful joy to our work.

*We believe that root tending creates stability and intentional growth.*



**Hilltop**  
CHILDREN'S CENTER