

*Mama childcare in Zug is new and stands for excellence in early childhood education. Multilingual, dynamic, with great facilities for the team and the children, we nourish curiosity through purposeful experiences. Our curriculum promotes social, physical, verbal, and cognitive development and our concept of “same-age groups” for children come to life in our spacious classrooms.*

We look for all our groups - **Baby-groups, Toddler-groups, and Minis / Midis / Maxis groups -**

## **TEACHERS / MITERZIEHER, 80% -100%, permanent**

Teachers are our most important team members. They are confident in the classroom and knowledgeable about early childhood education. Teachers find creative ways to help children learn and grow and bring warmth, patience, and understanding to the classroom every day.

We are united by a passion to create a world of learning, joy and adventure for over 50 children in ages from 2 months through 6 years. Our team commits to making the day care centre successful and knows that creating meaningful relationships with children, families, and their team play a crucial role in that success.

### **Job Responsibilities and Essential Functions**

These are the basic expectations for Teachers. Of course, creative and new ways to meet or exceed expectations are encouraged, so long as the required essential functions are also met.

#### *Keep Children Safe*

- **Supervision** - Guide children to positive interactions, keep all children in sight, and use Child Supervision Records properly.
- **Health and Safety** - Keep your classroom clean and tidy. Be aware of your surroundings and take responsibility to report or fix unsafe conditions if you find them.
- **Positive Child Guidance** - Use only positive child guidance techniques to instruct children.
- **Licensing** - Know and follow the licensing regulations related to child care.

#### *Create an unrivalled Education Experience*

- **Classroom** - Create learning spaces that support and enhance curriculum activities
- **Organization** - Keep classroom supplies, daily records, child information, and more organized.
- **Teaching** - Implement the curriculum in a way that is consistent with the unique needs of each child. Use developmentally appropriate teaching methods. Adapt your teaching style as needed for each child.
- **Assessments** - Complete children assessments using classroom observations. Actively participate in parent conferences with the Lead Teacher or the Director.

### *Support our Success*

- **Commitment** - Come to work on time and ready to give 100% every day.
- **Cooperation** - Work encouragingly with your team to achieve the goals of Mama childcare.
- **Tours** - Welcome and engage prospective families who come for a tour. Speak to the features and benefits of our programme. Answer parent questions.
- **Mandatory Meetings** - Attend professional development days, centre staff meetings, and any meetings outside of your regular schedule that are required by the Director.

### *Embrace Ongoing Learning*

- **Habituation** – lead the most important activity for a child.
- **Service Values** - Integrate service values in your daily work habits and bring them to life through your actions.
- **Curriculum & Concept** - Continue to deepen your knowledge of it and implement it in the classroom.
- **Best Practices** - Incorporate your best practices in early childhood education you learned through formal education, job training, and experience. Share your own knowledge with Assistant Teachers.
- **Technology** - Learn to use the technology and systems needed for your job, and be willing to learn new programs, applications, systems, or devices as things change.

### *Be Responsive to Changing Needs*

- **Work Hours** - Work hours may vary to meet the needs of the children in our care and the centre. You may need to work more or fewer hours than originally scheduled.
- **Initiative** - Anticipate what the classroom, centre, or your co-workers may need and follow through without prompting.
- **Classroom Assignment** - Your classroom assignment may change from the one you started in.
- **Other Duties** - Take on other duties as needed to contribute to the centre's success.

## Skills, Education, and Experience

### *Required*

- Have a valid child development credential or meet the candidacy requirements
- High School Diploma or equivalent
- Must meet the Swiss Federal education criteria
- Speak, read, and write English and / or German / Swiss-German
- 1<sup>st</sup> Aid Certifications, or willing to obtain
- Basic technology skills (e.g. email)

### *Preferred*

- 1+ year Early Childhood Education Experience
- Associate's or Bachelor's degree in Early Childhood Education

## Work Environment/Physical Demands

- Teachers must be able to adapt and excel in a continuously changing, fast-paced environment, and make the children's needs their primary focus.
- Teachers must be able to fully engage in physical activity. They must be able to kneel, stoop, sit on the floor, stand for a long time, and demonstrate and engage in activities like jumping, dancing, walking, and running.
- The ability to lift up to 10 kg is strongly desired and may be required to work in some classrooms or in the kitchen.
- Work is primarily performed at the centre. Daily outdoor work is required but work is otherwise indoors. Work is sometimes performed off site for field trips.
- Teachers must be able to see and hear well enough to monitor classrooms and playgrounds to keep children safe at all times.

Mama childcare will employ about 20 team members in Zug.  
We are an Equal Opportunity employer.