

# Afternoon Lead Teacher

Millbrook Early Childhood Education Center

Millbrook, NY 12545

Teacher

Part-time, Contract

Onsite

\$17.00 - \$19.00 an hour\*

\* Paid time off for holidays/school closings

Posted on August 4, 2026

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## Organization Statement

Founded in 2007, Millbrook Early Childhood Education Center (MECEC), a small private not-for-profit preschool, is committed to providing children ages 2.9-5 a strong foundation for developing a love of learning. Offering half-day and full-day programs, children graduate from MECEC as confident learners with strong and affirming friendships, and emotional and cognitive tools that will serve them well in their learning years to come.

## Job Description

**We are looking for someone who:**

- Has experience working with preschool-aged children
- Is warm, patient, dependable, and enthusiastic
- Enjoys hands-on learning, art, music, movement, and play-based experiences
- Has strong communication and teamwork skills
- Is comfortable taking the lead in a classroom
- Is committed to creating a nurturing and respectful environment for every child

## Responsibilities

- Lead and supervise a preschool classroom during the afternoon program
- Plan and implement developmentally appropriate activities that support children's social, emotional, cognitive, physical, and creative development
- Create a positive, nurturing, and inclusive classroom environment
- Maintain consistent classroom routines and expectations
- Support children's independence, problem-solving, and social skills
- Communicate professionally and positively with families
- Work collaboratively with the Director and teaching team
- Maintain a safe, clean, and organized classroom
- Complete classroom documentation and observations as needed
- Follow all NYS Office of Children and Family Services regulations and school policies

## Qualifications

Applicant must have at least 1-2 years early childhood experience. Applicant must be able to work 12:00pm-5:00pm. Preferred CDA or Degree in early education.

- **Minimum Education Level:** Highschool Graduate or GED
- **Preferred Education Level:** Associate's Degree

## Application Instructions

Please include resume with application

## Language Requirements

English