



**Preschool Lead Teacher - Apply by completing our [Job Application](#) | Questions? [communication@azacademy.org](mailto:communication@azacademy.org)**

[Arizona Cultural Academy](#) (ACA), based in Phoenix, AZ, has the potential to set the standard for how all private Islamic schools in the country shape their curriculum, manage their staff, build sustainable finances, and – most importantly – produce students with exceptional character and intelligence. Entrepreneurial educators who are seeking significant personal growth will thrive in this environment.

ACA aims to empower Phoenix with knowledge, spirit and service. In 1999, we embarked on a dream of creating a private school with a rich Islamic ethos. We have achieved over 20 years of operation, COGNIA accreditation, annual enrollment of 300+ students, and construction of a multi-acre purpose-built facility. We are seeking the best Islamic educator talent to lead Arizona Cultural Academy to become a modern Daycare through grade 12 private Islamic school.

ACA is seeking A qualified preschool teacher. Hiring a quality preschool teacher is a critical effort as we build an institution that establishes the next generation of a modern private Islamic school. We are looking for a diverse pool of applicants who are inspired by our mission and possess the skills, knowledge, and work ethic to contribute to a dedicated team willing to do whatever it takes to build an institution that empowers ACA and the Phoenix metro area with knowledge, spirit and service.

## **Preschool Teacher Job Summary**

**Interact with children through activities and lesson plans. Infuse moral character development and Islamic teachings into day to day activities. Supervising academic and emotional development, maintaining open communication with parents, coordinating with other Early Childhood teachers, and helping with children transitions.**

**Supervisory Responsibilities:**

- No direct reports, but works with a Teacher's Aide

**An ACA Preschool Teacher Is expected to fulfill the following duties:**

- Lead all aspects of the care and education of the students enrolled in the class
- Ensure the safety of each child enrolled in the class in all areas of campus
- Assist in regular observation and evaluation of children's development and progress as instructed by the Director
- Assist with development and implementation of an age appropriate curriculum
- Create and implement weekly lesson plans and goals
- Facilitate and support relationships with director, co-workers, parents and students
- Maintain/update student portfolios, take daily attendance and update parents throughout the day in the school communication app (HiMama).
- Responsible on a daily basis for the arrangement, appearance, decor and cleanliness of the learning environment
- Serve as an Islamic role model for the children
- Communicate with parents through daily reports and monthly newsletters
- Following Health Department sanitizing, disinfecting, or cleaning procedures in place
- Assisting children with meals, hygiene and toileting
- Attend PLC and employee meetings
- Ad hoc duties as assigned

**Qualifications:**

- Nurturing, friendly, and loving demeanor with children
- Classroom organization and demonstrable ability to manage children
- At least 18 years old
- At least 6 months experience in a licensed facility for childcare or educational setting is required, 2 years preferred
- Associates Degree in Early Childhood Education or related field or higher preferred

**Expectations of an ACA Employee include:**

- Emulate strong moral character in all of our interactions
- Give and receive feedback with a desire to improve one's self and quality at ACA
- Pursue and cherish trusted two-way relationships with colleagues and community members

**Compensation and Working Conditions:**

- Salary range: (commensurate with experience)
- 5 days PTO (Paid Time Off)
- 1 Mental Health Day
- Paid school holidays and breaks
- Reports to school Principal
- Activities will result in a work schedule of 40-45 hours per week
- Annual receipt of a personalized feedback plan to contribute to career development

- Discount tuition for children (66%)
- IRA Plan with 3% employer matching
- Health, Dental, and Vision insurance option available for full-time employees

**Physical Requirements:**

- The ability to lift 25 pounds
- The ability to respond quickly to sounds
- The ability to move safely around campus
- The ability to see and respond to dangerous situations
- The ability to sit/stand most of the day
- Ability to use desktop computers and office equipment such as phone, iPad, desktop