

# Job Announcement



|                         |                               |                           |                              |
|-------------------------|-------------------------------|---------------------------|------------------------------|
| <b>Job Title</b>        | Kindergarten Teacher (Female) | <b>Report to</b>          | Community center coordinator |
| <b>Work type</b>        | Full time                     | <b>Location</b>           | Baziyan                      |
| <b>No. of Vacancies</b> | 1                             | <b>Deadline for Apply</b> | 17/July/2021                 |

## Job Purpose

REACH initiated programming in Sulaymaniyah (Lisa center) in response to refugee, IDP it includes kindergarten in community center in Baziyan. The objective of the project is protection and rehabilitation children in the community center.

## Duties and Responsibilities

- Kindergarten staff is responsible for leading children through creative play and hands-on activities. Preparing activities according to the different abilities of children in the kindergarten. The staff grade papers and conduct parent meeting as well.
- Kindergarten teacher build a firm foundation for future learning and must serve as educator, surrogate parent for IDP, refugee and host community children in order to mold students who are well-adjusted and eager to learn.
- Responsible for fostering the intellectual and social development of children in the first phase of their experience in kindergarten and provides the tools and the environment for students to develop into responsible adults and possibly move on to higher education.
- Plan for children time for play in play yard and in the kindergarten room.
- Ensure that all children are available and take care of them during their availability in the center.
- Introduce children to language and social studies.
- Use games, music, artwork, films, books, computers, and other tools to teach basic skills.
- Teach letter recognition, phonics, and numbers.
- Coordinate with community center coordinator and social officer in paperwork and documentation, perform other administrative duties including data entering, monitoring as needed and support CC coordinator when social officer be on leave.
- Read stories for children.
- Utilize the information that reflect the diverse educational, cultural, and linguistic backgrounds of the children's served.
- Develop the work in kindergarten to keep children to participate in the community center.
- Meet with children separately if any case needs.
- Prepare required report.
- Create a positive and appropriate kindergarten environment that is conducive to participating them and spending happy time in center.
- Observe and evaluate children's situation.
- Manage children behavior in the kindergarten by invoking approved disciplinary procedures.
- Instruct children on personal hygiene practices and self-care.
- Encourage cooperative social behavior through games and activities.
- Provide constructive feedback to administration and guardians.
- Ensure games in the play yard are clean and safe.
- Engaging parents and creating healthy relationships with children and create a quality friendship and positive environment.

## Person Specification

- Education and Experience
- Graduated in relevant field for kindergarten trainer or bachelor's degree in elementary education or equivalent.
- Previous kindergarten staff experience preferred.
- Understanding and proficiency in relevant work.
- Social and understanding children needs.
- Key Competencies
- Interest work with children.
- Communication skills
- Planning and organizing
- Problem-solving skills
- Patience and stress tolerance
- Adaptability and flexibility
- Teamwork.

### How to apply?

please use the link below; First, copy the link and paste it into your browser, press enter  
fill out the job application form and upload your CV and click Submit

Link: <https://ee.humanitarianresponse.info/x/qapuvgEQ>

**Note:** *Only short-listed candidates will be contacted for an interview.*

**REACH Organization is an equal opportunity employer.**