



Job Description: Early Childhood Gymnastics, Dance and Support Educator

Field of work: Kindergarten & Preschool of EBS Europäische Bildungstiftung gGmbH

Working hours: 40 hours per week, Monday – Friday

Berlin Cosmopolitan School is seeking an Early Childhood Gymnastics, Dance and Support Educator to join our Kindergarten and Preschool campus located at Invalidenstraße 130, 10557, Berlin. The Early Childhood Dance, Movement and Support Educator will be responsible for teaching gymnastics, dance and movement to children from ages 1 through 6 throughout our 18 homogenous groupings of children (class sizes of 13-22 children depending upon their age) ages 1-6 and six afternoon extracurricular dance and movement clubs. Teaching responsibilities will include teaching gymnastics, dance and movement with a very strong emphasis on incorporating theories and best practices working closely with the Heads Team, the DSI Coach and colleagues working as group educators to support gross motor development of all children within the Kindergarten and Preschool within gymnastics and dance classes, extracurricular movement clubs and gross motor small groups under the guidance of our DSI Coach during regular programming weeks (approx. 35-38 weeks per year). During vacation programming weeks and emergency care weeks, the Early Childhood Gymnastics, Dance and Support Educator will be assigned to cover group teachers for holidays as a Support Educator.

Objectives:

- Part of the educational team of an international kindergarten focusing on professional play based implementation of our BCS Kindergarten and preschool general and dance and movement curriculum
- Promotion and further development of the positioning as a German-English premium institution within Berlin (excellence) regarding the support of the development and education of children in a play based environment while creating provocation-based, transdisciplinary learning opportunities with dance and movement for children 1-6 years of age
- Low threshold communication with group teachers and parents of children with additional needs (i.e., support plan development, Integration status process & child protection related matters)
- Collaboration of ideas and commitment toward further development of a high-performance team regarding the support of all children
- Implementation and realisation of BCS's pedagogical dance and movement standards with the group, year group and entire team (curriculum implementation, development reports, development talks, support plans, differentiation, language acquisition, etc.)
- Handling of written and oral communication with colleagues and parents in either English and/ or German including development reports for dance and movement
- Maintenance and further development of pedagogical quality regulations of EBS Europäische Bildungstiftung gGmbH
- Support for kindergarten management and cooperation with the curriculum coordinators, DSI Coach and inclusion educators, support teachers, group teachers, and administrative department

- Observance and further development of BCS's quality policy and mission statement with regards to internationally-minded principles
- Close, professional and trustful cooperation with colleagues working in the Kindergarten & Preschool team

Professional Qualifications:

- Bachelor in Early Childhood Education with additional dance, sport or yoga training or
- Bachelor in Dance or Sport Education with experience teaching children ages 1-6
- Dance/Movement teacher certification/recognition. US K-12 equivalent
- 3 years of early childhood and/or sport/early dance/movement education teaching experience

Desired Qualifications:

- Master's Degree in Early Childhood and/or Dance Education
- 5 years of early childhood and/or early dance/movement education teaching experience
- Additional trainings in the area of special educational needs and/or inclusion
- Additional trainings in the area of sport, dance or movement education.

Classroom Management:

- Fulfil Hygiene, Health and Safety and cleanliness objectives in the dance studio
- Health & Safety management with forms provided by administration
- Ability to provide a structure of the weeks and months for children in regards to dance and movement
- Organisation, structuring, presenting and excellent care of dance and movement learning resources
- Celebration of special days and festivities through dance and movement with all groups
- Information / dissemination structure to involve parents with the dance and movement curriculum
- Respect of deadlines (orders, dance development reports twice annually, planning sheets, yearbook photo and text submissions, etc)

Curriculum Delivery:

- Reflective planning and implementation of transdisciplinary theme based learning and creation of differentiated provocations through dance and movement
- Good care of curriculum resources
- Informing parents of curriculum objectives and milestones of individual children, maintaining an actual portfolio documenting milestones (digital and analogue)
- Conduct / Support Group teachers when planning of age appropriate, milestone and curriculum-related excursions with dance and movement integration
- Preparation of children for additional classes and clubs
- Communication with teaching colleagues in order to maintain a differentiated approach towards individual children during dance and movement lessons and clubs
- Knowledge and implementation of the fostering empathy and steps to problem solving curriculum designed by BCS Kindergarten and Preschool
- Development of participation of children in the dance studio and implementation of consent approach with children

Dance & Movement Specific:

- Teaching children from age 1 through 6 in groups ranging from 13-22 children
- Collaboration regarding dance integration with other members of the BCS team
- Providing an inviting, exciting, innovative, learning environment
- Work and collaborate closely with group teachers
- Support dance and movement integration concepts in morning circles
- Produce regular dance & movement experiences for children and families by collaborating closely with the Performing Arts Coach
- Keep records regarding gross motor development of each child
- Development and design of dance and movement classes and enriching clubs
- Coordination of regular performance opportunities for children
- Participate in planning and execution of school events and children assemblies
- Collaboration with the primary dance and movement department
- Ability to facilitate the following aims:
 - Allow children to explore a barefeet concept, the importance of time taking (i.e. even if you get tired, give yourself a break), give the other children time and keep their distance (i.e., don't push, leave space, communicate verbally and nonverbally) while building independence
 - Allow children to explore themselves. Children experience their body by crawling, running, climbing, hopping and jumping
 - Allow children to develop a feeling of strength and speed, endurance and flexibility through movement
 - Allow children to experience size, space, weight time and flow. Through movement, children get to know their spatial and material environments. Children learn to communicate and to make meaning of varying perspectives
 - Allow children to experience willingness to help and demonstrate consideration when doing things together
 - Allow children build independence when dealing with new situations
 - Allow children to discover exactly what they are interested in
 - Allow children to enhance their emotional equilibrium by striving for more balance
 - Allow children to learn how to overcome difficulties
 - Allow children to learn the importance of making responsible decisions
 - Allow children to develop joy and satisfaction

Diversity-sensitive Approach:

- Understanding the importance of differentiation and personalized learning
- Awareness of different cultural and family backgrounds and interventions
- Following anti-bias pedagogy
- Incorporates parents' contributions
- Active participation in team meetings and development of innovative teaching strategies in an international, open-minded, play-based environment
- Identification of trends and needs of children and teachers and communication of those to heads team and the DSI Coach

Teamwork:

- Ability to be flexible with shift change, support group teachers as coverage in urgent need cases
- Providing team members with professional feedback on team work and teaching strategies
- Focus on the agenda in team meetings

- Ability and willingness to communicate with every member of the Kindergarten & Preschool staff team including non-pedagogues
- Mentoring & welcoming new staff members and introducing them to movement and dance in the Kindergarten & Preschool
- Providing feedback after trial days of prospective dance and movement teachers
- Supporting dance and movement interns in their training

Human resource & idea management & professional development:

- Advice and support for team of teachers, when possible
- Sharing improvement ideas & feedback with heads
- Awareness of conflicts and solutions for teachers and parents
- Advancement of professional skills using further education
- Leading team meetings on special focuses involving dance and movement topics
- Processing of working hours and times absent
- Assistance in the coordination and organisation of further educational training

Communication with parents:

- Development meetings and reports
- Planning and conducting of parent evening
- Promoting the collaboration and cooperation with parents and group teachers toward the differentiated development and education of each individual child
- Provision of information, displays and digital

Administrative tasks:

- Ongoing curriculum needs assessment and adjustment
- dance and movement programme evaluation
- Cooperation with authorities and service providers
- Promotion of all physical, cognitive, social-emotional needs
- Processing of correspondence
- Assistance in the implementation and adherence of legal requirements
- Quality management

Direct superiors authorised to issue directives:

- Management
- Heads of Kindergarten and Preschool

On equal terms with:

- colleagues in the team of the kindergarten and preschool

Authorised to issue directives to:

- interns in the Kindergarten & Preschool

In the case of vacation or absence, will be represented by:

- another member of the teachers' team of the Kindergarten and Preschool or BCS dance and movement department

Communication and cooperation relationships:

The professional employee of the kindergarten must maintain a communication and cooperative relationship with following persons and institutions:

- with management, resp. CEO
- with heads
- with employees of the kindergarten and preschool
- with legal authorities in the kindergarten and preschool sector & community (Kiez)
- with the children of the kindergarten
- with parents

To demonstrate interest, please send your CV no later than Monday, May 31st to

jobs-kindergarten@cosmopolitanschool.de

With DANCE & GYMNASTICS Applicant - (last name) in the SUBJECT line.