



## LEAD TEACHER OPPORTUNITY

### Employment Information

---

#### Employer Details

Name: Albayan Institute  
Address: 22586 Ann Arbor Trail, Dearborn Heights, MI 48127  
Phone: (313) 663-0244  
Email: registration@albayan.org

#### Job Details

Position: Lead Teacher  
Location: 22586 Ann Arbor Trail, Dearborn Heights, MI 48127  
Type: Part-time  
Hours: Saturday 10:30am-3:30pm EST

#### Job Description

Are you an experienced teacher ready to make a bigger impact on the education of young children?

We are in search of an enthusiastic teacher whose greatest passion is to see children learn and grow. Each day, our teachers have the opportunity to make a difference in the lives of the children, creating joy in each child's life by teaching through play, hands-on activities, and traditional and progressive methods methods.

#### Job Responsibilities

- Design and implement different teaching activities.
- Create and apply suitable teaching material.
- Teach using both logical and social activities.
- Provide care-giving activities and approach.
- Use various teaching techniques and methods.
- Evaluate children's engagement and performance.
- Make sure every child is improving.
- Manage and track progress.
- Report on the progress and give insights.
- Develop and maintain timely communication with parents.
- Identify behavioral problems and apply the right corrective actions.
- Collaborate with the class Coordinator and, if required, the Director.
- Adhere to teaching standards.
- Adhere to health and safety regulations.
- Keep abreast with new education methods and trends.

#### Qualifications

- Excellent proficiency in Arabic and English.
- High school diploma or equivalent.
- Effective written and verbal communication skills.
- Effective computer skills.
- Effective organizational, problem-solving, and time-management skills.
- Friendly and approachable demeanor.
- Professional appearance, attitude, and work ethic at all times.