1. Worked with teaching staff to evaluate individual progress and recommend appropriate learning plans.
2. Promoted sensory development by providing access to different textures.
3. Consulted with parents to build and maintain positive support networks and support continuing education strategies.
4. Promoted physical, academic and social development by implementing diverse classroom and outside activities.
5. Maintained well-controlled classrooms by clearly outlining standards and reinforcing positive behaviors.
6. Continually kept abreast of toy and child-related recalls and safety warnings.
7. Instructed children in health and personal habits, such as eating, resting and toileting.
8. Communicated with parents through enrollment, tours, newsletters, conferences and direct personal communication.
9. Engaged with children on individual basis to build positive relationships and promote learning.
10. Conducted trainings and mentored staff, consistently improving performance.
11. Assessed babies and toddlers against established early childhood developmental milestones, preparing [Timeframe] progress reports for each child.
12. Managed food inventory for [Number]-person center in accordance with nutritional guidelines.
13. Maintained child-friendly environment with access to outdoor activities.
14. Monitored students' academic, social and emotional progress and recorded in individual files.
15. Analyzed, constructed and calculated daily accounting records, including payroll and sales transactions.
16. Made nutritious breakfasts, lunches, dinners and snacks for children.
17. Applied play-based strategies, including crafts and games, to provide diverse approaches to learning.
18. Allowed for ample outdoor recreation time to support physical development.
19. Sanitized toys and play equipment each day to maintain safety and cleanliness.
20. Developed age-appropriate activities and programs for children [Number] to [Number] years old.