

## Teacher

### QUALIFICATION REQUIREMENTS:

- High school graduate or equivalent
- **Child Development Teacher Permit or qualified for a Child Development Teacher Permit (proof of 24 ECE/CD units, \*4 core classes\* plus 16 GE units)**
- Minimum of 1-year classroom teaching experience
- AA or BA in Early Childhood Education desirable



### JOB REQUIREMENTS:

#### Classroom Environment

- Maintains and implements an appropriate indoor and outdoor learning environment for children ages 2.5-5 or 5-12 years old
- Follows a curriculum plan and schedule that meets the needs of all children
- Puts together developmentally appropriate activities for children
- Supervises and directly interacts with children in a warm and positive manner
- Always uses respect and sensitivity when communicating with children verbally and non-verbally
- Ensures that classroom supplies are available and in good repair
- Implements conflict management and problem-solving strategies with children
- Implements food service according to established nutritional and food handling guidelines
- Assesses individual and group needs and provides appropriate experience
- Assist with completion of child assessments (DRDP)
- Follows agency policies and procedures for health and safety
- Implements emergency procedures as required
- Helps maintain a safe and healthy indoor and outdoor environment

#### Families and Community

- Presents a positive view of center and agency to community
- Implements the philosophy of the program; knowledgeable and able to speak confidently to parents and prospective parents about the philosophy of the program
- Communicates enthusiastically and actively develops positive relationships with parents
- Assists in a range of activities that promote family involvement
- Works in a team atmosphere to prepare for parent conferences
- Invites and encourages family participation in children's activities

#### Administration and Management

- Informs Site Supervisor of needed supplies and equipment
- Assists in inventory of classroom supplies
- Participates in evaluation and supervision activities
- Is familiar with all licensing requirements, ensures that all procedures are followed to meet or exceed these minimums
- Understands developmental assessment process

#### Personal and Professional Behavior

- Follows agency personnel policies
- Works cooperatively with other staff, accepts supervision, and helps promote a positive atmosphere in the center

- Participates in on-site and off-site learning opportunities in accordance with a professional development plan
- Maintains confidentiality regarding all personal information about children and families
- Maintains confidential relations with center staff
- Does not drink hot beverages around children/parents (coffee, etc.)
- No use of cell phones.

### **Health, Safety and Nutrition**

- Follows universal health precautions
- Follows center/agency policies and procedures for health and safety
- Comfortable and able to maintain well managed classroom with a Preschool 1:8 teacher/child ratio or School Age 1:14 teacher/child ratio.
- Administers medications in compliance with the agency policies and guidelines
- Follows procedures for child abuse reporting as mandated by law and understands the responsibility for action as a mandated reporter
- Has completed pediatric CPR and first aid training through an accredited or approved program and holds a current pediatric CPR and first aid certificate
- Ensures that all fire and other emergency drills occur on a regular basis
- Maintains a safe and healthy indoor and outdoor environment through monthly safety checks and reports to site director, replacement, and repair needs
- Daily monitors to assure that play areas are secure and that children cannot leave or gain access to unsafe or unsupervised areas
- Understands and implements all regulations related to playground safety

### **Physical Demands of The Position**

- Ability to sit at a child sized table with children (for meals and small group activities)
- Ability to move child sized furniture, portable playground structures, toys/educational materials, around daily
- Able to sweep, bend over to clean child sized tables, wash toys at a sink standing up
- Able to stand for 2-3 hours at a time before a break
- Ability to walk for over 45 minutes at a time
- Able to lift 30 lbs.
- Able to kneel (help with Band-Aid, shoelaces)
- Able to get a preschool aged child onto a changing table
- Sit on the floor or child sized chairs
- See well enough across distances (such as a playground or entire classroom)
- Ok with noisy environments
- Ability to hear well to respond to the needs of children
- Able to model physical activity for children (e.g., running short distances, hop, skip, kick)
- Able to model fine motor skills for children (e.g., stringing beads)
- Must be mobile enough to get to children quickly in an emergency