
KING CITY UNION SCHOOL DISTRICT

PRE-SCHOOL TEACHER

CLASSIFICATION: Classified

SALARY LEVEL: See CSEA Bargaining Unit Position Range List

WORK YEAR: 190 Days

DEFINITION

Under the general supervision of the Site Supervisor, teaches pre-school children in a classroom setting by implementing developmentally appropriate activities in an environment where children can experiment, make choices, solve problems, and share experiences with others.

SUPERVISOR

Coordinator/Administrator or
Site Supervisor

POSITIONS SUPERVISED

None

QUALIFICATION REQUIREMENTS: To perform a job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed in the job description are representative of the knowledge, skills and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

PHYSICAL AND MENTAL CHARACTERISTICS

Physical, mental and emotional stamina to perform the duties and responsibilities of the position; manual dexterity sufficient to write, use telephone, business machines and classroom equipment; vision sufficient to read printed materials; hearing sufficient to conduct in person and telephone conversations; speaking ability in an understandable voice with sufficient volume to be heard in normal conversational distance, on the telephone and addressing groups of students; physical agility to push/ pull, squat, twist, turn, bend, stoop and to reach overhead, sit on floor, climb and move quickly or run after a child in an emergency situation; physical mobility sufficient to move about the work environment, and respond to emergency situations; physical strength sufficient to lift a student weighing 45 pounds and more with a two-person lift; physical stamina sufficient to stand or walk throughout student recess periods; physical, mental and emotional tolerance to be exposed to noise generated by students in an enclosed environment; physical tolerance to be exposed to dust pollen specific agents/ chemicals, cleansers, and foul smells; mental acuity to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, make valid judgments and decisions.

MAJOR DUTIES AND RESPONSIBILITIES:

The following is a list of duties that is representative of the position but is not limited to:

Prepares and presents written pre-planned activities and experiences through an integrated approach designed to promote growth in all aspects of each child's development; regularly assesses the children's functioning levels in the areas of communication, motor, social, emotional, self help, and cognitive skills; assesses and accurately records individual student data and provides information to site supervisor for required reports; cares for all aspects of children's personal needs; prepares the classroom for active exploration and interaction by the children; initiates

and reinforces a set of classroom standards that creates a positive environment for learning; plans and participates in parent conferences and other meetings as required; carries out authorized emergency and safety procedures; work as a team with assigned staff; and performs other related duties as assigned.

REQUIRED QUALIFICATIONS:

Education and Experience:

- Any combination of education equivalent to a high school diploma.

To qualify applicants must satisfy all of the requirements listed in one of the following

options: Option 1

- a. complete a minimum of 24 semester units of course work in early childhood education or child development (excluding field work), including at least one course of at least three semester units in each of the following core areas:
 - Child/human growth and development
 - Child, family, and community, or child and family relations
 - Programs and curriculum
- b. Complete 16 general education of at least three semester units in each of the following areas:
Humanities and/or fine arts
Social science
Math and/or science
English language arts
- c. Complete 175 days of experience consisting of the following: at least 50 days of experience in an instructional capacity in a child care and development program, working at least three hours per day within the last two years and an additional 125 days of working with pre-school age children in a group setting

Option 2

Hold or be eligible for a valid, regular Children's Center Instruction Permit or Child Development Teacher

Permit **Knowledge of:**

- Universal health precautions
- Concepts of culture and sensitivity to cultural diversity
- First Aid

Ability to:

- Plan, organize, and supervise a pre-school classroom.
- Ability to communicate effectively in English both orally and in writing
- Interact with and maintain cooperative relationships with all those contacted in the course of work • Demonstrate understanding, patience, a positive attitude and genuine interest in working with students • Physically participate in activities outside the classroom such as recreational activities and field trips • Handle information in a discreet and confidential manner
- Perform clerical procedures and directives in accordance with assigned duties
- Function effectively in a multicultural setting
- Analyze situations accurately and adopt an effective course of action

- Be flexible with a positive attitude and possess excellent interpersonal skills

LICENSES AND CERTIFICATES:

- First Aid
 - CPR appropriate for assigned age group within six (6) months of assignment
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DESIRABLE QUALIFICATIONS

- Awareness of developmental levels in areas of instruction
- Ability to communicate effectively in Spanish

KCUSD Adopted: Board Approved 9/21/2011

CSEA Ratified: