

LAKESIDE UNION SCHOOL DISTRICT

POSITION DESCRIPTION

POSITION TITLE: Preschool Teacher

GENERAL SUMMARY:

Provides appropriate instructional experience for children in a state preschool program of the school district. Teaches an assigned class of preschool children, plans and organizes class activities, makes home visits, consults with specialists, coordinates aide's activities, attends staff meetings, and performs related activities as required or assigned.

DUTIES AND RESPONSIBILITIES:

General:

Teaches an assigned classroom of preschool children in art, music, science, story telling, and food; supervises such outdoor activities as wheel toys, sand box, swings, water play, jungle gym, carpentry, and such free play activities as blocks, books, records, and table toys; accompanies children on educational field trips, relating and integrating them into understandable or stimulating experiences; provides a supportive role to the children's physical, personal and emotional needs.

Plans day's activities; arranges for center of interest; reviews literature, music, art and similar materials; sets up materials; prepares plan book; records observation of children and activities of previous day.

Makes home visits for the purpose of coordinating and strengthening home and school relationships with children; consults with, assists, and helps parents in regard to their children, and elicits greater parent involvement where possible; consults with nurses, psychologists, speech therapists, social workers, and similar specialists to assist in understanding and handling of children; meets with paid aids, adult volunteers and assistants to plan, lay out, and supervise their activities; attends regular and periodic staff meetings, training, orientation and similar program conferences.

Communicate with parents through a variety of means. Hold parent conferences to discuss the individual pupil's progress and interpret the school program.

Create an effective environment for learning through functional and attractive displays, bulletin boards, and interest centers.

Maintain professional competence through participation in in-service education activities provided by the District and/or self-selected professional growth activities.

Perform daily attendance duties.

Job Requirements:

Skill in teaching children of preschool age; knowledge of child psychology, child development, and preschool curriculum; ability to successfully plan and successfully carry out a program of education appropriate to the preschool level child. Must have maturity, sound judgement, and a professional attitude.

Working Conditions:

Ability to work at a desk, conference table or in meetings of various configurations.

Ability to stand and circulate for extended periods of time.

Ability to see for purposes of reading laws and codes, rules and policies, and other printed matter and observing students.

Ability to hear and understand speech at normal levels.

Ability to communicate so others will be able to clearly understand normal conversation.

Ability to bend and twist, stoop, kneel, run and crawl. Ability to reach in all directions.

Ability to lift up to 50 pounds.

Ability to carry up to 50 pounds.

Moderate to high stress level.

Environmental Conditions:

Work is predominantly in classroom, school environment.

Temperature – normal climate.

Job Particulars:

Tools/equipment/work aids -- All body fluids shall be handled as if infectious. Disposable latex gloves are to be worn. After each use, gloves are disposed of in a lined waste container.

Contacts:

Daily contact with students, teachers and school staff.

Regular contact with parents, community members and outside agency personnel.

Occupational Certificates/Licenses:

Child Development Teacher Permit, authorized by the California Commission on Teacher Credentialing.

First Aid and CPR certification.

Employment Standards:

Dexterity and physical condition to maintain a rigorous work schedule and meet standards of physical and mental health. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions of the position.