

SAN JUAN UNIFIED SCHOOL DISTRICT

POSITION TITLE: Children's Center Permit Teacher

DEFINITION: Provides supervision and instruction for participating children and performs other non-instructional duties as assigned according to district policies and procedures.

DIRECTLY RESPONSIBLE TO: Program Manager, Preschool and Children's Centers; and Head Teachers as appropriate.

DUTIES AND RESPONSIBILITIES: (Responsibilities will include, but not be limited to:)

Curriculum Responsibilities: Utilizes course of study adopted by the Board of Education, state and federal regulations and other appropriate learning activities to teach all assigned curriculum areas including enrichment activities both individually and in groups; works to develop and maintain positive self-concept in children; assists children with physical activities, washing, toileting and other personal care as needed; organizes and presents instructional materials, graphic displays and audio-visual materials.

Classroom Management: Plans, adapts lessons, materials, curriculum and environment to meet the needs of children; promotes health and safety practices and maintains an attractive and safe environment; assists with record-keeping and other business related tasks; performs other non-instructional duties as assigned according to district policies and procedures.

QUALIFICATIONS:

Training, Education and Experience: Knowledge of early childhood growth and development; knowledge of theory and practice of effective parenting skills; knowledge of community services available to parents; knowledge of state and federal regulations and district adopted policies and procedures which govern program and curriculum; knowledge of classroom management techniques and organizational skills; knowledge of effective teaching strategies to insure learning; ability to understand and accept individual differences in children and parents.

Physical Characteristics: (Consideration will be given to reasonable accommodation)

With or without the use of aids: Sufficient vision to read printed materials; sufficient hearing to conduct in person and telephone conversations; sufficient physical mobility to move about the district; ability to speak in an understandable voice with sufficient volume to be heard in normal conversational distance, on the telephone, and in addressing groups; physical, mental and emotional stamina to perform the duties and responsibilities of the position.