

OZARK R-VI SCHOOL DISTRICT JOB DESCRIPTION

TITLE: PARENTS-AS-TEACHER SCREENER

QUALIFICATIONS:

1. Experience working with young children and their families
2. Well organized, good time manager, flexible
3. Self-starter, reliable
4. Personable, able to work with others
5. Professional Development completed on DIAL-4 and ASQ-3.
6. Must provide personal transportation to complete screenings.

REPORTS TO: Director of Early Childhood

JOB GOAL: To serve children under five and their families by screening in the role as Parents As Teachers screener.

PERFORMANCE RESPONSIBILITIES:

1. Participate in recruiting new families to the program
2. Administer comprehensive developmental screening to children ages 3 months to 5 years of age.
3. Attend regularly scheduled staff meetings
4. Seek guidance on situations which seem to warrant referral or specialized service
5. Follow established procedures and policies
6. Complete other duties as assigned

PHYSICAL DEMANDS: Must be able to stand, walk and stoop, and lift 25 pounds.

TERMS OF EMPLOYMENT: paid hourly per screening

TYPE OF POSITION: Nonexempt

EVALUATION: Evaluated annually by Director of Early Childhood

BOARD APPROVED: February 21, 2019