



RIALTO UNIFIED SCHOOL DISTRICT

PRESCHOOL TEACHER Job Description

DEFINITION

Under direction of the Child Development Department Administrator, develops and provides high quality preschool education for young children age three to five. Integrates support staff assistance to guarantee quality implementation of the preschool education program. The program adheres to Title 5 and Title 22 requirements and maintains quality standards identified by the National Association for the Education of Young Children and the Early Childhood Environmental Rating Scale.

ESSENTIAL DUTIES

- Provides individual and small group instruction that addresses student's needs in math, reading, spelling, physical education, vocational education, social, self-help, communication, and when appropriate and if credential allows, articulation.
- Confers periodically with psychologist, program director, and outside personnel, with regard to student welfare.
- Maintains appropriate student records as required.
- Works collaboratively with all staff and maintains professional work environment.
- Develops and implements effective communication strategies for and with entire staff and parents.
- Provides a selected physical environment to establish and reinforce positive pupil behavior, attitudes, and social skills.
- Directs paraprofessional staff members in remediation and evaluation of pupil progress.
- Participates in curriculum and other developmental in-service programs at local schools as appropriate.
- Follows district approved curriculum with special emphasis on language development.
- Participates in staff and/or parent meetings.
- Conducts and maintains appropriate and timely ongoing developmental assessments.
- Maintains and implements documentation for appropriate and timely individualized instructional plans.
- Maintains inventory of and places orders for needed supplies in a timely manner.
- Maintains all records as required.
- Conducts and documents all parent conferences as required and as needed to promote optimal growth and development of the young child.
- Maintains a positive and nurturing work and learning environment for children, parents, and staff.
- Adheres to all operating policies and procedures including safety, emergency, health, medical, and educational issues.
- Performs related duties as required.

QUALIFICATIONS

EXPERIENCE AND EDUCATION

- Valid or Eligible for CTC authorized Child Development Permit.

Conditions of Employment:

- Fingerprints on file as required by state law
- TB skin test as required by State Law
- Whooping Cough, Measles and Flu Vaccine
- Have and maintain current pediatric CPR and First Aid certifications as per State Licensing requirements

PHYSICAL DEMANDS

Physical class:

MODERATE WORK - lifting 50 pounds maximum with frequent lifting and/or carrying objects weighing up to 25 pounds.
Ability to move quickly while supervising young children.
Ability to bend, kneel, crouch, and sit on the ground with young children.
No allergies to bleach or vinyl
Knowledge of current child growth and development research.

Work area requirements:

Office area, regular classroom, on the playground, parking lot, bus stop areas and possibly field trips.

Ability to use common school hand tools, computer, telephone, fax, and photocopy machine.

Ability to transverse any part of a 10-50 acre campus, which would include asphalt, sidewalks, grass on playgrounds, dirt, and/or bus areas.

Ability to smell: Constantly

Ability to touch: Constantly

Ability to hear: Constantly

Ability to see: Constantly

Physical requirements:

The time requirements are listed considering this wording and meaning:

Occasionally/Low - up to 3 hours

Frequently/Medium - 3 to 6 hours

Constantly/High - 6 to 8 hours plus

Push/Pull: Occasionally

Fingering: Frequently

Stooping: Occasionally

Carrying: Frequently

Bending: Frequently

Standing: Occasionally

Lifting: Frequently

Kneeling: Occasionally

Physical requirements – continued -:

Reaching: Frequently

Sitting: Occasionally

Handling: Frequently

*Driving: Occasionally

Grasping: Frequently

Walking: Frequently

***Possession of a current California Driver’s license, a DMV printout and the ability to be covered by the company auto insurance is required.**

Frequent motion:

Keyboarding: Occasionally

Twisting: Frequently

Wrist flexion: Frequently

Elbow flexion/extension: Frequently

Reaching to shoulder level: Occasionally

Forward should/neck flexion: Frequently

Reaching above should level: Occasionally

Reaching below shoulder level: Frequently

Sensory requirements:

Ability to see: Constantly

Ability to hear: Constantly

Ability to talk: Constantly

Ability to smell: Constantly

Ability to touch: Constantly

Must be able to deal with these environmental considerations:

Heat: Yes

Odor: Yes

Noise: Yes

Humidity: Yes

Moisture: Yes

Fluorescent lights: Yes

Working inside: 75% of the day

Working outside: 25% of the day

Floor may be slippery at times: Yes

Working in close quarters with others: Yes

This job requires:

Alertness: Constantly

Attention to detail: Constantly

The use of two hands: Constantly

Recall of names and dates: Yes

Ability to work in temperatures down to 40 degrees and up to 110 degrees.

Ability to deal with psychological factors:

Teamwork:	Yes
Frustration:	Medium
Repetitive Tasks:	Yes - High
Level of responsibility:	High
Must keep up with schedule:	High
Flexible:	Yes
Able to work overtime as needed:	Yes
Dealing with angry teachers, students and parents:	Daily
Be able to keep the interest of the child:	Yes

Physiologic factors:

Have a high level of consciousness:	Yes
Orientation to time, place or person:	Yes
Ability to read at 12 th grade level:	Yes
Ability to comprehend and follow directions:	Yes
Able to keep up a high activity level during the shift:	Yes