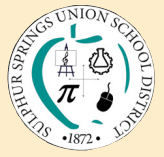


Sulphur Springs Union School District

Serving Grades - K – 6



27000 Weyerhaeuser Way, Santa Clarita, CA 91351 661-252-5131 www.sssd.k12.ca.us

Canyon Springs Community School
Leona Cox Community School
Pinetree Community School

Fair Oaks Ranch Community School
Mint Canyon Community School
Sulphur Springs Community School

Golden Oak Community School
Mitchell Community School
Valley View Community School

STATE PRESCHOOL INSTRUCTOR/SITE SUPERVISOR

DEFINITION

Under direct supervision of the Program Director and site management, provides an educational program for preschool students and performs other duties related to the position.

EXAMPLES OF DUTIES

Participates in planning, organizing and monitoring an age-appropriate instructional program that meets District and State requirements as stated in the Coordinated Compliance Review Manual and State of California Exemplary Program Standards

Writes and implements lesson plans daily and maintains for State documentation

Coordinates and assigns the day-to-day activities of the classroom staff and parent volunteers

Supervises children at play, directs play activities and develops play materials as required

Evaluates learning needs, monitors progress of students, and keeps accurate records of same

Utilizes teaching strategies, techniques, materials and resources appropriate for preschool students in accordance with stated goals and objectives of State of California Exemplary Program Standards

Utilizes strategies that provide a warm, caring and stimulating environment for children

Keeps pupils, parents, and supervisors informed about individual student progress and/or concerns in accordance with District Policy

Develops school site schedules

Assumes responsibility for the safety of children and performs first aid as needed

Maintains school standards as defined in District Policy

Completes reports (attendance, accident, progress, program assessment, etc.) announcements, and other routine tasks promptly and efficiently

Establishes and maintains good working relationships and channels of communication with Program Director, site and preschool staff members, parents and community

Participates in school activities which promote positive home-school communication (i.e. PTA, Preschool Advisory Council); seeks suitable opportunities to inform the community of educational programs and needs

Participates in the planning and implementation of parent education or parent involved activities

Communicates concerns and issues regarding individual students with Program Director

Accepts field trip responsibility when assigned

Performs other duties as appropriate and as may be assigned

QUALIFICATIONS

Knowledge of:

Current trends and research concerning the development and behavioral needs of preschool age children

Operation of equipment

Exemplary Program Standards

Kindergarten Curriculum and standards

Ability to:

Communicate effectively, verbally and in writing

Establish and maintain cooperative working relationships

Adapt to a wide variety of individual student needs

Manage and organize a classroom

Lift 25 lbs

Training and Experience

Current First Aid and Infant/Child CPR Certificate

In addition, one of the following is required:

1. Regular, Limited or Emergency Children's Center Permit or qualifications to apply for permits
2. A current credential authorizing teaching service in elementary school or a single subject credential in Home Economics

and

12 units of training in early childhood education or child development, or both or two years' experience in early childhood education or a child care and development program (Ed Code 8360)

Physical

Ability to pass required District physical

Employees are placed on the Sulphur Springs School District Preschool Salary Schedule