



Somerton School District No.11

“Children, Our Priority-Personal Best, Our Goal”

343 N. Carlisle Avenue • P.O. Box 3200 • Somerton, AZ. 85350-3200

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www.ssd11.org

Pre-Kindergarten Teacher

SCHOOL/DEPARTMENT: Preschool Development Grant Program/ Orange Grove Elementary

TYPE: Certified/Classified or **STATUS:** Non-Exempt **SALARY Level/Range: I thru X or Range 37**, DOE, recognize up to 12 years experience, Full Benefit Package for Classified/ or Certified)

REPORTS TO: Preschool Coordinator and Building Principal

SUMMARY:

The Preschool Teacher is responsible for providing preschool educational experiences that are safe, environmentally appropriate, and based on the expectations set by Arizona’s Early Learning Standards, Quality First, and PDG Grant policies and expectations.

SPECIFIC DUTIES/TASK INCLUDE:

1. Develop and delivers developmentally appropriate preschool activities/lessons based on selected PK curriculum and in line with Arizona Early Learning Standards.
 - Plan and implement activities that meet the physical, emotional, intellectual and social needs of children in the program.
 - Provide weekly and monthly schedule of activities.
 - Develop culturally appropriate programs and activities.
 - Develop activities that introduce math and literacy concepts.
 - Uses effective oral and written communication in English.
 - Conduct informal observations of students and keep anecdotal notes of students’ social, emotional, physical, and intellectual growth.
 - Maintains students’ observational records current in Teaching Strategies Gold and submits all required checkpoint data to the State in a timely manner.
 - Aligns all classroom and playground activities and environments to the expectations of the ECERS and CLASS tools.
2. Supervise children in the Pre-school classroom, playground and school areas.
 - Ensure children are supervised at all times.
 - Provide various experiences and activities for children including songs, games and story telling.
 - Establish routines and provide positive guidance.
 - Clearly and effectively communicate in a manner that children understand.
 - Observe children and make note of progress.
3. Communicate with parents and members of the community.
 - Discuss children’s development with parents.
 - Involves parents in the school experience of their children
4. Maintain program documentation up to date.

- Keep parents informed of program expectations, program activities and their child's progress.
- Develop and maintain current, accurate and confidential student files.
- Develop daily activity plans.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS REQUIRED

- Knowledge of the Somerton Elementary School District rules, regulations, policies and procedures.
- Knowledge of applicable Federal and State laws, rules, regulations, policies and procedures.
- Knowledge of age/subject appropriate educational materials, curriculum standards, classroom discipline and behavioral management methods.
- Knowledge of principles of confidential and regulatory school records and files management practices.
- Knowledge of supervisory and training practices and procedures.
- Skill in gathering, planning and developing age, ability level, subject specific materials and lesson plans.
- Skill in restraining out-of-control students and implementing behavioral modification programs.
- Skill in implementing educational curriculum, standards and licensing requirements for assigned program.
- Skill in written and oral communications.
- Skill in establishing and maintaining effective working relationships.

PHYSICAL REQUIREMENTS

- Work is performed in both indoor and outdoor environments.
- Work requires frequent standing, walking, bending, lifting and/or carrying up to 30 pounds.
- May be required to restrain students with behavioral problems, change clothing and diapers, lift and/or transfer students from wheelchairs to special seating.
- May be exposed to infectious diseases and body fluid borne pathogens.

QUALIFICATIONS:

- Minimum educational qualification: AA degree in Early Childhood Education or related areas. Bachelor's Degree in Early Childhood Education preferred.
- Minimum one year teaching experience in a preschool setting preferred.
- Must be willing to apply for a scholarship to become highly qualified in Early Childhood Education, or to obtain Early Childhood Education endorsement.

MUST APPLY ONLINE AT WWW.SSD11.ORG