

Evaluator of Early Entrance Students

Job Description

Qualifications:

1. West Virginia teacher certification: kindergarten preferred.
2. Kindergarten teacher preferred.
3. Trained in the administration of the early entrance test listed on the job posting.
4. Good communication skills.
5. Ability to work effectively and cooperatively with pre-school students and parents.

Immediate Supervisor: Director of Elementary Education

Duties and Responsibilities:

1. Screen children for early entrance to kindergarten.
2. Administer school readiness test.
3. Score and record a developmental age based upon the results of the screening.
4. Share results of the school readiness test with parents.
5. Make recommendation to the director of elementary education concerning student's readiness for school and subsequent placement.
6. Meet professional responsibilities.
7. Maintain professional work habits.
8. Promote positive child-parent relationships.
9. Perform other job related duties as assigned by the director of elementary education.

Jackson County Board of Education
Date