



GRANT SCHOOL DISTRICT #3

401 N. Canyon City Blvd. • Canyon City, OR 97820
Phone: (541) 575-1280 • Fax: (541) 575-3416

TITLE: LEAD PRESCHOOL TEACHER (Preschool Promise)

POSITION: CLASSIFIED

**MINIMUM
QUALIFICATIONS:**

At least a Bachelor's Degree in:

- Early Childhood Education or field related to early childhood education; -or-
- A field not related to early childhood education but teacher has completed coursework that is equivalent to a major in early childhood education and has sufficient training in early childhood education as determined by Department of Early Learning and Care (DELIC); -OR-

An Associate Degree with additional training or additional certification in early Childhood education or a field related to early childhood education, as determined By the Department of Early Learning and Care (DELIC); -OR-

Child Development Associate (CDA) Preschool Credential; -or-

- Step level 8 as determined by the Oregon Registry Online (ORO).

REPORTS TO: Child Care Director

JOB SUMMARY: Effective implementation of a Preschool Promise program; establish routines, create intentional environments that are developmentally appropriate, cultivate culturally responsive child experiences, model and practice scaffolding supports designed to sequence learning of new concepts and skills.

JOB REQUIREMENTS: documentation of a completed and approved criminal background check with the Central Background Registry or willing to complete. Obtain CPR/1st Aid Certification, or willing to complete, be willing to participate in a minimum of 20 hours of professional development, each year.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Establish cooperative relationships with students, parents, fellow employees and collaborate with other early learning leaders to ensure the quality rating of the classroom environment.
- Maintain program facilities and classrooms that meet age appropriate health and safety standards
- Maintain student records, attendance and other regulatory requirements, including but not limited to, documentation of individual assessments and developmental portfolios of each child.
- Conduct ongoing parent/teacher conferences, conduct formative assessments of each child, maintains confidentiality, and ensures each child's individual needs are fully supported and integrated into all learning activities

HOURS AND SALARY: Includes 900-1000 contracted hours between the months of August through June and between the hours of 7:00 am – 4:00 pm, Monday through Thursday. Number of work days are determined by the district and in conjunction with Preschool Promise requirements.

Salary is based on experience and between \$24-\$36 Hourly, TBD

This job description is to be used as a guide and may be changed or updated at any time. It is in no way intended to serve, in part or in whole, as an offer of employment or an employment agreement.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

REVIEWED AND AGREED TO BY: _____

DATE: _____