

**CLASS SPECIFICATIONS FOR THE
TEACHER, PARENT-PRESCHOOL EDUCATION**

DEFINITION

Under direction, to plan, carry out and evaluate instructional activities for both groups and individual children and parents participating in the parent-preschool program.

QUALIFICATIONS

The minimum requirement for the position of Teacher, Parent-Preschool Education, is a standard teaching credential or a standard designated subjects teaching credential with a background of training and/or experience with preschool children and their parents. If the teacher does not already hold a general elementary or kindergarten primary credential, he/she will be asked to apply for the children's center permit so that children eligible for preschool programs under AB 1331 can be co-mingled in these programs. Teachers with experience in compensatory programs may warrant priority consideration in those programs.

TYPICAL DUTIES AND RESPONSIBILITIES

- ___ 1. Conducts classes in preschool education using modern nursery school techniques of educational value to both children and parents.
- ___ 2. Provides appropriate learning experiences for children based upon their needs, interests, and abilities.
- ___ 3. Emphasizes the development of vocabulary, language concepts, and speaking and listening skills.
- ___ 4. Provides a broad background of experience through classroom activities and field trips into the larger community.
- ___ 5. Assists parents in appreciating the importance of education and their role in helping their children succeed in school.
- ___ 6. Accepts parents as they are, where they are, and assists them to develop latent skills and strengths.
- ___ 7. Cooperates with community agencies for the benefit of families served.
- ___ 8. Plans and coordinates work of parents, students and volunteers in the execution and understanding of their duties and responsibilities.
- ___ 9. Makes home visits as needed.
- ___ 10. Executes and prepares such forms, records and reports as may be called for in the management of the programs.
- ___ 11. Works cooperatively with principals, and other district administrators and supervisors in planning and implementing the educational programs of the schools.
- ___ 12. Exercises supervision and care over all furniture, books, supplies and equipment entrusted to his/her care and instructs pupils in the proper use and preservation of school properties.

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TYPICAL DUTIES AND RESPONSIBILITIES (Continued)

- _____ 13. Attends meetings called by order of the principal, superintendent, department chairperson, or other administrator authorized to call meetings.
- _____ 14. Serves as requested on school and district-wide committees and project teams.
- _____ 15. Attends and participates in required inservice training activities and works with the program coordinator in planning his/her own inservice program.

WORK SCHEDULE AND SALARY

Teachers assigned to the parent-preschool program serve on the days schools are in session, plus required non-teaching service days, and are placed on the teachers' salary schedule according to their training and experience.

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