

SAN YSIDRO SCHOOL DISTRICT

TITLE: Resource Permit Teacher
DEPARTMENT: Child Development
FLSA: Exempt
Revised: March 2016

REPORTS TO: Director of Child Development
CLASSIFICATION: Certificated
SALARY: Permit Teachers Salary Schedule
Board Approved: March 10, 2016

BASIC FUNCTION: Under the supervision of the department Director or Coordinator, plans and implements school and department staff development and coaching for a variety of curricular areas to improve and expand the instruction and services provided in the Early Childhood Education Department. Cooperates and complies with District standards as they reflect and relate to their responsibility toward the children, parents, staff, and community.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but are intended to accurately reflect the principal job elements.)

- Participates in team meetings and professional development to enhance skills and understand respective roles/duties of Preschool Support Team members.
- Provides leadership in curriculum development projects and program implementation.
- Coordinates the at-risk screening and referral process in collaboration with teachers and Preschool Support Staff members.
- Collects teacher referral forms.
- Conduct classroom observations for at-risk students, and refer students requiring supplemental consultations from appropriate Support Staff members.
- Provides in-class support to preschool teachers in the area of classroom management and effective instructional practices.
- Serves as a resource on classroom management issues, modeling lessons, assisting with the implementation of picture/symbol supports that enhance classroom management, and facilitating discussions about accommodations/ modifications to curriculum and/or classroom environment to meet individual student needs.
- Provides support and assistance to staff members in a variety of areas, including preschool assessments, program requirements, and specific grant program requirements.
- Works collaboratively with staff to implement instructional programs.
- Participates in professional development, including extended professional development opportunities, to meet the needs of the schools and department.
- Provides in-class support to preschool teachers through non-evaluative, informal observation, modeling lessons, providing ideas and suggestions relating to best practices.
- Provides direct student support to small groups and individual students as needed, targeting students with limited experiences and/or second language learning needs.
- Uses available district data information for each pupil and develops procedures to learn more about the pupil's home life.
- Adheres to all program regulations and procedures as contained in the pre-school staff handbook.
- Assists in the planning of Pre-school/Child Care Center activities including staff meetings.
- Meets all mandated reporting requirements in compliance with California Penal Code 11164-11174.3.
- Adheres to professional ethics.
- Assumes other assigned program responsibilities.

KNOWLEDGE

- Demonstrated knowledge of preschool pedagogy especially as it relates to oral language and English Language Development
- Demonstrated knowledge of staff development, and mentoring.
- Demonstrated knowledge of technology use in the classroom and for professional development.
- Demonstrated knowledge of curriculum and development, instructional methods and teaching strategies for pre-school age children.
- Demonstrated knowledge of District organization, operations, policies, and objectives.
- Demonstrated knowledge of oral and written communication skills.

ABILITIES

- Ability to identify and determine the basic nature of students' problems and needs.
- Ability to understand and interpret data.
- Ability to seek out current research and new knowledge about the field and share it with colleagues.
- Ability to maintain current knowledge of applicable provisions of applicable Federal, State and District laws, rules and regulations.
- Ability to meet deadlines and schedules.
- Ability to establish and maintain cooperative and effective working relationships with others.
- Ability to maintain a variety of reports and files related to assigned activities.

MINIMUM QUALIFICATIONS:

EDUCATION AND EXPERIENCE

- Bachelor's Degree
- Child Development Teacher Permit California Teaching Credential
- Two years or more years of successful teaching experience.
- Current CPR and First Aid Training Certification
- Possession of a valid California driver's license and availability of private transportation.

DESIRED QUALIFICATIONS:

- Bilingual and Biliterate (English / Spanish)
- Master Teacher Permit, Site Supervisor Permit, or Program Director Permit Credential.

WORKING CONDITIONS

The duties of this position involve considerable public contact requiring discretion and judgment, including interpreting and explaining the schools' programs or policies and procedures. The school setting will be both indoor and outdoor, which can include office and outdoor interactions.

PHYSICAL REQUIREMENTS:

Sufficient stamina and agility to stand, walk, run, sit, squat, bend, crawl, climb, twist, push, pull, and reaching overhead, above the shoulders and horizontally, to retrieve and store files and supplies on a daily basis to perform various activities in the classroom and playground area. Sufficient strength to lift, move, and/or carry a preschool-aged child up to 40 lbs. and various items in the classroom and outdoors up to 25 lbs. Hearing and speaking to exchange information; clarity of speech sufficient to explain, instructional concepts to children and discuss them with adults, seeing to perform assigned duties; sitting or standing for extended periods of time; hearing in a noisy environment and locate the source of a sound; dexterity of hands and fingers to operate a computer keyboard and other office equipment.