

SCHOOL DISTRICT OF SARASOTA COUNTY

JOB DESCRIPTION

CHILDCARE CONSULTING TEACHER

SALARY SCHEDULE: INSTRUCTIONAL

COST CENTER: DISTRICT-WIDE

QUALIFICATIONS:

- (1) Bachelor's and/or Master's degree.
- (2) Demonstrated successful experience in the field of Early Childhood Education and/or childcare.
- (3) Florida teacher certification.
- (4) Department of Children and Families training as a certified childcare provider and certification as a childcare director.
- (5) Demonstrated successful experience in working with students of various cultures and achievement levels.

KNOWLEDGE, SKILLS AND ABILITIES:

The Childcare Consulting Teacher is responsible for providing the childcare givers guidance and assistance in using developmentally appropriate practice for infants, toddlers and preschool aged children. This individual will work cooperatively with support staff in the development, implementation and monitoring of the program and related activities.

REPORTS TO:

Principal

JOB GOAL

To provide an educational atmosphere in which students will move toward the fulfillment of their potential for intellectual, emotional, physical and psychological growth and maturation in accordance with District philosophy, goals and objectives.

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

- * (1) Plan and implement the childcare program for the children of teen parents addressing the priorities established in the CYESIS School Improvement Plan.
- * (2) Serve as a resource person to caregivers in proper procedures, planning and implementing curriculum, and securing proper resources.
- * (3) Assist the childcare providers in assessing the developmental needs and levels of the children 0-5.
- * (4) Coordinate all training and staff development for the caregivers throughout the school year.
- * (5) Assist in maintaining and reviewing records for program audits, childcare licensing and compliance with the State and County regulations. Maintain yearly reports for the National Association for the Education of Young Children.
- * (6) Work cooperatively with the Parenting Teachers to provide childcare training for teen parents.
- * (7) Participate as a member of a multidisciplinary team to insure that the special needs of all children are being addressed by the childcare program.
- * (8) Communicate on a daily basis with the principal.
- * (9) Establish short- and long-range goals based on student needs and District and state curriculum requirements.

CHILDCARE CONSULTING TEACHER (Continued)

- *(10) Plan and prepare lessons and strategies which support the School Improvement Plan and District mission.
- *(11) Plan and prepare lessons which are meaningful and engaging.
- *(12) Plan and prepare instructional activities that contribute to a climate where students are actively engaged in meaningful learning experiences.
- *(13) Identify, select and modify instructional materials to meet the needs of students with varying backgrounds, learning styles and special needs.
- *(14) Assist in assessing changing curricular needs and plans for improvement.
- *(15) Maintain a positive, organized and safe learning environment.
- *(16) Manage time, materials and equipment effectively.
- *(17) Instruct and supervise the work of volunteers and aides when assigned.
- *(18) Establish and maintain effective and efficient record keeping procedures.
- *(19) Use effective student behavior management techniques.
- *(20) Assist in enforcement of school rules, administrative regulations and School Board policies.
- *(21) Develop effective assessment strategies to assist the continuous development of students.
- *(22) Interpret data for diagnosis, instructional planning and program evaluation.
- *(23) Establish appropriate testing environment and test security.
- *(24) Demonstrate knowledge and understanding of subject matter content.
- *(25) Apply principles of learning and effective teaching in instructional delivery.
- *(26) Use a multimedia approach utilizing a variety of materials and equipment to meet the needs of students.
- *(27) Use appropriate strategies and techniques to enhance critical thinking skills in students.
- *(28) Apply appropriate instructional modification for students with special needs.
- *(29) Provide quality work for students that is challenging and relevant to the goals and objectives of the class.
- *(30) Recognize overt indicators of student distress or abuse and take appropriate action based on school procedures and law.
- *(31) Provide instruction on safety procedures and proper handling of materials and equipment.
- *(32) Use appropriate materials, technology and resources to help meet learning needs of all students.
- *(33) Provide a positive environment in which students are encouraged to be actively engaged in the learning process.
- *(34) Communicate effectively, both orally and in writing, with other professionals, students, parents and the community.
- *(35) Collaborate with other professionals and parents after recognizing student distress or abuse.
- *(36) Collaborate with peers to enhance the instructional environment.
- *(37) Assist others in acquiring skills and knowledge in specific areas of responsibility.
- *(38) Engage in a continuing quest for personal growth through inservice, classes and study.
- *(39) Conduct a personal assessment periodically to determine professional development needs with reference to specific instructional assignment.
- *(40) Model professional and ethical conduct when dealing with students, peers, parents and the community.
- *(41) Perform and fulfill all professional responsibilities.
- *(42) Prepare all required reports and maintain all appropriate records.
- *(43) Support school improvement initiatives by active participation in school activities, services and programs.
- *(44) Ensure that student growth and achievement is continuous and appropriate for age group, subject area and/or program classification.
- *(45) Sustained focus and attention to detail for extended periods of time.
- (46) Perform other incidental tasks consistent with the goals and objectives of this position.

PHYSICAL REQUIREMENTS:

Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force as frequently as needed to move objects.

CHILDCARE CONSULTING TEACHER (Continued)

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan.
Length of the work year and hours of employment shall be those established by the District.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

Job Description Supplement No. 03

*Essential Performance Responsibilities