

CHICO UNIFIED SCHOOL DISTRICT
1163 East Seventh Street
Chico, California 95928
(530) 891-3000, Ext. 142

JOB DESCRIPTION
ELEMENTARY CLASSROOM TEACHER - KINDERGARTEN

Brief Description of Position

Provides an educational program for kindergarten students in an environment favorable to learning and personal growth; establishes effective rapport with students to promote positive attitudes of self-worth; motivates students to develop skills, attitudes and knowledge needed to provide a good foundation for further participation in the total school program, in accordance with each student's ability; establishes good relationships with parents and with other staff members.

Major Duties and Responsibilities

1. Provides learning experiences in language arts, social studies, pre-reading, arithmetic, science, art, physical education, and music to students, utilizing course of study adopted by the Board of Education.
2. Instructs students in citizenship, basic communication skills and other general elements of the course of study specified in state law and administrative regulations and procedures of the school district.
3. Develops and uses instructional materials suitable for verbal, auditory and visual instruction of students with wide range of mental, physical and emotional maturities.
4. Provides individual and group instruction designed to meet individual needs for enhancing self-image and to help the students make a satisfactory transition to school.
5. Establishes and maintains standards of student behavior needed to achieve effective participation in all activities without interfering with the natural informal atmosphere of a kindergarten.
6. Evaluates academic and social growth of students, and keeps appropriate records.
7. Communicates with parents through a variety of means. Holds parent conferences to discuss the individual student's progress and interprets the school program.
8. Identifies student needs and cooperates with other professional staff members in assessing and helping students solve health, attitude and learning problems.
9. Creates an effective environment for learning through functional and attractive displays, bulletin boards and interest centers.
10. Maintains professional competence through participation in inservice education activities provided by the District and/or self-selected professional growth activities.
11. Performs basic attendance accounting and business services as required.

Job Description - Elementary Classroom Teacher - Kindergarten

Other Duties and Responsibilities

1. Selects and requisitions books, instructional aids, and instructional supplies; maintains required inventory records.
2. Insures a comfortable room environment through control of heating, lighting and ventilation to the extent possible.
3. Supervises kindergarten students in out-of-classroom activities during the assigned working day.
4. Participates in curriculum and other developmental programs with the school and/or district level.
5. Shares in the sponsorship of kindergarten activities and participates in faculty committees.
6. May plan and coordinate the work of aides, teacher assistants and other paraprofessionals working in the kindergarten area.

Supervision Exercised or Received

Under the immediate direction of the site administrator/designee.

POSITION QUALIFICATIONS

Minimum Qualifications

1. **Credential** Any valid credential issued by the State of California to perform the services of a teacher in a self-contained classroom.
2. **Education** Bachelor's degree, including all courses needed to meet credential requirements.
3. **Personal Qualities** Appearance, grooming, and personality which establish a desirable example for students. Ability to meet District standards for physical and mental health. Better than average recommendations from student teaching supervisors or other professionals who have observed the personal characteristics, scholastic attainment, and classroom performance of the teacher.

August 1990