

CHILDREN'S CENTER PERMIT TEACHER

DEFINITION

To provide supervision and developmental child care, including learning experiences, behavioral management, feeding, and lavatory care, to infants and preschool children attending the district day care center.

SUPERVISION RECEIVED AND EXERCISED

Receives direct supervision from the director of adult education or his/her designee. Exercises technical and functional supervision over instructional assistants assigned to the day care center.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Supervise children attending the day care center.

Maintain a neat, orderly, and safe learning environment in compliance with licensing standards for developmental day care centers in the State of California.

Prepare and present learning materials appropriate to the developmental level of each child; direct and monitor children in playtime, drill, and study activities.

Prescribe and implement behavior modification programs.

Provide day-to-day care of infants and preschool children, including feeding, toileting, and other personal care as appropriate.

Supervise meals and snacks; assure that eating area is cleaned before and after use.

Maintain children's records and files and the daily attendance report.

Assist children in changing clothing or putting on garments and in maintaining personal hygiene.

Oversee the distribution of playtime and learning materials, supplies and equipment; collect, assemble and distribute resource materials; maintain material inventories.

Attend and participate in staff meetings, parent conferences, and conferences of professional organizations of child care educators.

Perform other duties related to this position.

Sweetwater Union High School District
Children's Center Permit Teacher (Continued)

QUALIFICATIONS

Knowledge of:

Principles of child development, behavioral management, and general purposes and goals of developmental child care programs.

Principles of first aid and cardiopulmonary resuscitation (CPR) techniques for infants and children.

Licensing standards for developmental day care centers in the State of California.

Routine record keeping principles and practices.

English usage, spelling, grammar and punctuation.

Basic arithmetic principles.

Ability to:

Supervise infants and preschool children and maintain a safe learning environment in compliance with licensing standards for developmental day care centers in the State of California.

Provide instruction appropriate to the developmental level of each child.

Prescribe and apply behavioral management programs.

Administer first aid and CPR to infants and children.

Administer assistance to children in their hygiene and lavatory needs; perform light to moderate lifting.

Maintain routine records of attendance and material inventory.

Understand and follow oral and written instructions.

Communicate effectively, both orally and in writing.

Establish and maintain cooperative working relationships with those contacted in the course of work.

Sweetwater Union High School District
Children's Center Permit Teacher (Continued)

Experience and Training Guidelines

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Experience necessary to meet requirements for issuance of a Children's Center Instructional Permit.

Training:

Equivalent to the completion of the twelfth grade, a minimum of twenty-four (24) semester units (or equivalent quarter units) of post-secondary child development or early childhood education course work from an accredited college or university, and additional course work necessary to meet requirements for issuance of a Children's Center Instructional Permit. A bachelor's degree in early childhood education or child development is highly desirable.

License or Certificate

Possession of a Children's Center Instructional Permit issued by the State of California Commission on Teacher Credentialing.

Possession of valid cards reflecting successful completion of training in first aid and cardiopulmonary resuscitation (CPR) administration to infants and children.

Possession of, or ability to obtain, a valid Food Handler's Certificate issued by the San Diego County Department of Health Services.