

**FRESNO UNIFIED SCHOOL DISTRICT
POSITION DESCRIPTION**

TITLE:	Teacher, Elementary Classroom, Kindergarten	REPORTS TO:	Principal
DEPARTMENT:	School Site	CLASSIFICATION:	Certificated
WORK YEAR:	183 Days	SALARY:	Regular Teacher Salary

MINIMUM QUALIFICATIONS:

California credential authorizing elementary instruction

KNOWLEDGE AND ABILITIES:

Knowledge of and ability to implement the subject matter, philosophical, social, and educational concepts relative to the duties and responsibilities listed on this job description

DUTIES AND RESPONSIBILITIES:

Teacher is the director of learning in one extended session and co-teacher in second extended session

1. Planning for instruction
 - a. Provides learning experiences for kindergarten students in language arts, social studies, pre-reading, math, science, art, music, physical education,* and health education consistent with District and school goals and objectives
 - b. Instructs kindergarten students in citizenship, basic communication skills and other general elements of the course of study specified in state law and administration regulations and procedures of the school
 - c. Plans and initiates with team teacher the instructional program for the kindergarten children in school
 - d. Plans and coordinates work of aides or other paraprofessionals in kindergarten room
 - e. Plans with, and supervises student teachers assigned to kindergarten
2. Teaching results - evaluation
 - a. Evaluates academic and social growth of kindergarten students consistent with requirements of District program
 - b. Evaluates with team teacher the instructional program for kindergarten students in school
 - c. Evaluates student teachers assigned to kindergarten
3. Instructional techniques
 - a. Develops and uses multimedia instructional materials suitable for various learning modalities of kindergarten students with wide range of mental, physical and emotional maturities
 - b. Provides individual and group instruction designed to meet individual needs and help students make satisfactory transition to school

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- c. Establishes and maintains standards of student behavior to achieve effective participation in all activities of the kindergarten program
 - d. Selects and requisitions books, instructional aids and supplies
 - e. Is willing to utilize and incorporate new materials and processes
 - f. Participates in evaluation of materials, equipment and textbooks for suitability for kindergarten. Creates an effective environment for learning through functional and attractive displays of students, bulletin boards and interest centers
4. Other duties
- a. Insures a comfortable, orderly and attractive room environment through control of heat, light and room arrangement
 - b. Performs or responsible for basic attendance, accounting business services as required for records

Relationships

1. Teacher-student
Creates and maintains an active, responsive climate for learning, through positive teacher-student rapport and help student to develop a positive self-image
2. Teacher-staff
- a. Works cooperatively in sharing room and students in effective team teaching for minimum of one hour instructional time each day
 - b. Establishes good relationships through participation in faculty committees and meetings
 - c. Cooperates with other staff members in assessing and helping students solve health, attitude and learning problems
3. Teacher-parent
- a. Communicates with parents through a variety of means
 - b. Hold parent conferences to discuss individual student's progress and interpret school program
4. Teacher-community
- a. Is responsible for presenting a positive teacher image to the community
 - b. Imparts District philosophy as occasion arises

Professional Attitude, Responsibility and Participation

1. Professional growth
- a. Participates on a regular basis in in-service at both school and District level to maintain professional competence
 - b. Interested in and participates in professional organizations
 - c. Participates in curriculum and other developmental programs relating to kindergarten students within the school and/or on a District level
2. Adaptability
- a. Is willing to accept changes in assignment as it relates to socio-economic areas, programs, materials
 - b. Is willing to adapt to different personalities in team teaching experiences
3. Ethics
- Abides by the Code of Ethics of Fresno Unified School District

Duties and responsibilities may be added, deleted or changed at any time at the discretion of management

ACCOUNTABILITY:

Person to whom responsible: On-site Principal

Evaluator: On-site Principal

Persons responsible to Teacher, Elementary Classroom, Kindergarten: Student Teachers and Aides or other paraprofessionals assigned

* This does not mean the teacher must physically take part in the Physical Education program of the class.

CED162

12/94