



QUALIFICATIONS FOR
CHILD DEVELOPMENT TEACHER, EVEN START

TRAINING

- Required:
- Any permit or credential authorizing service in instruction in a children's center or Head Start
 - Ability to speak Spanish
- Preferred:
- Training beyond permit requirements in early childhood education
 - A minimum of 60 semester units of post-secondary education

EXPERIENCE

- Required:
- That required for the permit
- Preferred:
- Experience teaching in a children's center, Head Start, other preschool setting, or primary grades
 - Experience working with families in parent education/social services/health areas.

OTHER QUALIFICATIONS

- Knowledge of:
- Developmental stages, general needs and behavior of preschool and school-age children
 - Early Childhood Education
 - Understanding of other cultures and ethnic backgrounds
 - Adult Learning Theory
- Ability to:
- Communicate well, both orally in English and Spanish and in writing
 - Establish and maintain cooperative and effective working relationships
 - Plan, organize, and implement a challenging, developmentally appropriate instructional program
 - Understand and attend to the physical, social, and emotional needs of young children and their parents
 - Utilize effectively a wide variety of instructional aids.

COVINA VALLEY UNIFIED SCHOOL DISTRICT

DUTIES AND RESPONSIBILITIES OF
CHILD DEVELOPMENT TEACHER, EVEN START

Primary Function

The teacher is responsible to implement the Home Visit Program, teach the Preschool Program and Playroom Program, and work with parents and children through the Parenting Workshops.

Duties and Responsibilities

1. Takes full responsibility for implementing all aspects of the Even Start program, including teaching the Preschool and Playroom Programs, conducting the Home Visit Program, and participating in Parenting Workshops;
2. Establishes and maintains an environment that promotes discovery, divergent thinking and continual growth of desirable social and health habits of young children and their families;
3. Plans and prepares weekly lessons for self and child care aide and keeps appropriate assessment and conference records for all families supervised;
4. Works cooperatively with school staffs to identify, recruit, screen and prepare eligible parents and children for program participation;
5. Provides services and programs appropriate to the project participants' schedules and locations;
6. Provides information about project operations to prospective and enrolled families including philosophy, activities, services, parent responsibilities, family progress and needs through home visits, parent conferences, individual meetings and group meetings;
7. Participates in staff development, parent education and parent involvement activities;
8. Provides a coordinated program integrating all required components including basic care, education, supervision, social service, nutrition, safety, and parent education;
9. Assists the supervisor in carrying out other duties and responsibilities as directed;

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10. Adheres to the policies of the Board of Education, the laws and regulations of the California Administrative and Education Codes and other applicable laws and regulations; and
11. Participates cooperatively with the evaluator to implement the procedures by which he/she will be evaluated in conformance with the District's uniform guidelines for certificated personnel evaluation and assessment.