



JOB DESCRIPTION: Teacher

A teacher in Discovery Tree & Arista Schools programs must be of good character and equipped by education, training and/or experience for working in an infant/toddler, pre-school, or elementary program. The teacher must be a sensitive and mature individual who is able to relate well to both children and adults; one who has the capacity to enjoy children. The individual must have the Physical, Mental, and Intellectual capacity to fully teach, supervise, and care for children.

QUALIFICATIONS:

- Must be 21 years of age or older
- Dept. of Justice fingerprint clearance
- Must have current physical, clear TB test
- Possess current CPR & First Aid training
- B.A. or A.A. degree in Child or Human Development (or related field) preferred or equivalent work experience (D.T. reserves the right to promote/hire other qualified persons) including classes in:
Completion or concurrent enrolment of 24 semester units including classes in:

Pre-school or Infant/Toddler Teacher

- Child Growth and Development
- Program/Curriculum in Child Development
- Child, Family and the Community
- Infant/Toddler units (if applicable)

School-age Teacher

- Same as above or a combination of the following:
- School-age program/curriculum courses
- Recreation classes geared for children-dance, art, music, theatre, etc.
- Physical Ed. geared towards children-group games, co-op groups, etc.



All Teacher

- Ability to relate well with children
- Sensitivity to children's individual needs.
- The ability to maintain an orderly environment
- Evidence of sufficient judgement to handle crisis.
- Ability to supervise activities and children (group & individual) conducive to the growth and development of children

Physical Qualifications: Employees will be required daily to sit, walk, speak, hear, and see (vision abilities include close and color vision). Employees are frequently required to use hand/finger dexterity, handle, feel, and reach with hands and arms, bend, and squat. Employees are regularly required to lift up to 10 lbs. and occasionally lift up to 25 lbs (lifting children requires unusual angles and positioning-due to the nature of the field). Employees are required to stand, walk, bend, kneel, squat, lift and reach.

DUTIES

- Plan with the supervisor and implement a program of activities conducive to the growth and development of children and in accordance with the philosophy of DISCOVERY TREE SCHOOL. Submits to supervisor developmentally appropriate activity plans, two weeks prior to implementation.
- Provide for the preparation of educational materials required to implement the daily plan.
- Maintain neat organised rooms, taking responsibility for the upkeep of educational equipment & materials.
- Provide a stimulating environment where children feel secure and enhance the child's self-respect.
- Arrange the rooms, playground, supplies, and equipment to make them effective for children.
- Observe and record reports significant to individual and group behaviour.
- Aide children who temporarily lose physical and/or emotional control.
- Attend and contribute to staff and parent meetings.
- Assist children with self-help skills.
- Participates in recommended training programs, conferences, courses, and other aspects of professional growth.
- Aides in supervising the activities of assistants and volunteers so that all efforts are made toward a quality program.
- Prepare fresh cleaning solutions daily & fills room disinfectant solution, helps with cleaning duties as needed.
- Perform any additional duties as deemed necessary by the Director or Lead Teacher.
- Ability to perform stated duties daily or as scheduled Report to work daily

Wages _____ p/hr _____ O/T _____

_____ mtg rate _____ Signature _____ Date _____

