

**JOB TITLE: CHILD DEVELOPMENT TEACHER****BASIC FUNCTION**

Under general supervision, to supervise, teach, instruct, and direct infants in social, behavioral, manipulative, and language development skills in a Infant Center; to plan, organize and conduct instructional and training programs; to aid in the development of parenting skills for teen age mothers; and to do other related work as required.

**ESSENTIAL JOB FUNCTIONS**

- Plans, organizes, oversees and provides instruction, motivation, and guidance to infant and preschool children in their development of social, behavioral, motor, manipulative, and language development skills.
- Leads and coordinates the functions and activities of the staff to ensure that operational standards are maintained and that the instructional activities are well planned and appropriately structured.
- Participates and uses program guidelines in developing lesson and instructional plans for teen parent parenting skills.
- Provides a variety of experiences in the development of social and communication skills, and in their participation in age appropriate activities.
- Prepares, develops, and uses a variety of instructional aids and materials in the conduct of instructional and training processes.
- Provides for the physical needs of the center children, including diaper changes, washing and cleaning, toilet training, feeding, and preparing nap areas.
- Utilizes a variety of methodology in teaching and instructing teen-age mothers in child nutrition, hygiene, and infant care.
- Assists in the preparation and serving of meals and snacks, and in the cleanup of food preparation and serving areas.
- Inspects, reviews, and monitors the facility, and equipment to ensure that appropriate standards of safety, sanitation, and orderliness are maintained.
- Performs and directs performance of a variety of housekeeping functions to ensure that the facility is maintained in healthful, safe and sanitary condition.
- Provides technical input into the performance appraisal of the preschool site personnel.
- Establishes standards of child behavior and uses a variety of behavior modification, reinforcement and other behavior-shaping strategies.
- Performs light housekeeping functions in maintaining the center equipment, bedding, cooking and eating utensils in a clean and sanitary condition.
- Observes children to detect signs of ill health, and emotional issues and concerns.
- Evaluates and charts child growth and progress, and prepares written evaluation reports.
- Meets with parents to discuss pupil progress and observed problem areas.

**JOB REQUIREMENTS – QUALIFICATIONS****Skills, Knowledge and/or Abilities Required:**Skill to:

- Provide effective learning activities for children and teen age mothers experiencing a wide range of socio-economic and cultural backgrounds and exhibiting varying levels of intellectual, social and emotional maturity.
- Effectively assess the educational needs of Infant Center participants, and design and supervise the implementation of appropriate and sound educational and training plans and activities.
- Communicate effectively in oral and written form.

Knowledge of:

- Methods, techniques, and strategies pertaining to the instruction of infants.
- Child growth and development principles and theories.
- Instructional goals and objectives related to infant and early childhood education.
- Planning and organization techniques and methods.
- Behavior management and shaping methods, strategies, and techniques.

- Educational materials, supplies, and equipment typically utilized in an infant center program.

**WALNUT VALLEY UNIFIED SCHOOL DISTRICT**

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Ability to:

- Plan, organize, and implement an effective and efficient instructional and training program for infants.
- Provide a warm, attractive, nurturing and inviting learning environment.
- Understand and carry out oral and written directions.
- Establish and maintain cooperative working relationships.
- Promotes team building and a positive work environment.
- Adapts easily to work assignments, additional priorities, and new procedures.
- Receive constructive criticism and modify work appropriately.
- Prioritize and identify needs and solve problems independently as appropriate.
- Suggest procedural improvements to supervisor as appropriate.
- Skillfully handle difficult situations using good judgment.
- Maintain high level of professionalism in keeping the needs of customers a top priority.

**PHYSICAL DEMANDS**

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions.

- Persons performing service in this position classification will exert 20 to 40 pounds of force frequently to lift, carry, push, pull, or otherwise move objects.
- This type of work involves standing and walking for long periods of time, plus sitting, bending, kneeling, stooping and reaching.
- Perceiving the nature of sound, near and far visual acuity, depth perception, providing oral information, possessing the manual dexterity to operate related equipment and to handle and/or Work with various materials and objects are all important aspects of this job.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

**EXPERIENCE AND EDUCATION REQUIREMENT**

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

Experience:

One year of experience in an instructional capacity working directly with infants and toddlers, or in an early childhood education program. Experience with high school age girls in an institutional setting is desirable.

Education:

Equivalent to the completion of the twelfth grade, plus 24 units or equivalent training in Early Childhood Education/Child Development, including adult supervision. Three (3) of these units must include an Infant/Toddler Development class.

**LICENSE AND/OR CERTIFICATE REQUIREMENT**

- Possession of a California Children's Center Permit, authorizing service as a Teacher.
- Possession of a current American Red Cross First Aid Certificate and a current Community C.P.R. Certificate.