



Current job opening with Community Action Marin's Children and Family Services.

Job Title: School Age Teacher
Status: Full-time / Salaried / Non-Exempt
Org Band: Frontline
Salary Range: \$43,069 - \$49,920 DOE

To apply, send resume to: Kelsey Lombardi, Alignment Project Manager at klombardi@camarin.org

Job Summary: The job of the School Age Learning Pod Teacher was established for the purpose/s of helping students develop and strengthen academic, physical and social skills by providing assistance and tutoring to students in the after school program. Incumbents will be responsible for providing academic tutoring and enrichment programming (i.e. poetry, art, drama, music, dance etc.) for designated groups of up to twenty eight students (post COVID group size) 14 students current group size; and organizing and providing recreation activities. Incumbents will work under the direction of the site supervisor or designee.

Primary Responsibilities

KEY RESULT AREAS

1. Maintains the health, safety and wellbeing of the classroom
2. Implements curriculum
3. Individualizes approach
4. Provide positive guidance
5. Provide an accepting environment
6. Professionalism

KEY RESULT AREA	OBJECTIVES/ACTIVITIES
<p><i>1. Maintains the health, safety and wellbeing of the classroom</i></p>	<ul style="list-style-type: none"> a) Builds a close personal relationship with each child while attending to the child's physical, emotional, and developmental needs. b) Prioritizes the supervision of children at all times. c) Provides an environment that meets all the requirements of Community Care Licensing. d) Ensures classroom meets required ratios and/or arranges for substitutes to cover absences. e) Follows the Family Style Meals format for serving foods. f) Supports prevention of illness through daily health checks, daily cleaning, and sanitizing/disinfecting procedures, and the use of universal precautions. Completes a daily health/safety checklist. g) Documents and reports child accidents using the Incident Reporting procedure. h) Organizes system for facility management including ordering supplies and equipment.
<p><i>2. Implements curriculum</i></p>	<ul style="list-style-type: none"> a) Creates a developmentally appropriate curriculum based on the fidelity of Creative Curriculum for Preschoolers and Second Step. Utilizes supporting strategies to implement curriculum (i.e. GLAD, Teaching Pyramid, etc.) b) Collaborate with parents and tailor lesson plans each week to follow local school district guidelines. c) Follows a continual reflective practice cycle of planning, observation, and assessment utilizing the DRDP assessment system online. d) Knows and understands child development and is knowledgeable about current best practice resulting from brain research.
<p><i>3. Individualizes approach</i></p>	<ul style="list-style-type: none"> a) Completes all new child orientation tasks, including for children who enter mid-year, within assigned timeframe. b) Conducts all developmental screenings, documents, and follows up on referrals. c) Integrates results of screening and ongoing assessments into classroom routines, curriculum, and ongoing individualization. d) Participates in all case management conferences and transition meetings to support children and families. e) Understands the Dual Language Policy and put it into practice in the classroom and when individualizing for students.
<p><i>4. Provides positive guidance</i></p>	<ul style="list-style-type: none"> a) Uses a variety of positive guidance techniques such as redirection, logical choices, and consequences. Supports student problem solving. b) Reinforces positive behavior consistently. c) Encourages children to understand and express their feelings. d) Is physically and verbally nurturing and supportive.
<p><i>5. Provides an accepting environment</i></p>	<ul style="list-style-type: none"> a) Creates a warm, welcoming environment for children and parents. b) Provides books, materials, and written words representing a diversity of cultures and languages reflected in the children/families. c) Is inclusive of children with disabilities, and supports their Individualized Education Plan (IEP).

KEY RESULT AREA	OBJECTIVES/ACTIVITIES
<p>7. <i>Staff Development/ Contributes and collaborates with the classroom team</i></p>	<p>a) Lead, coach and mentor less experienced teachers in the classroom through clear communication, and honest, frequent feedback.</p> <p>b) Supports site supervisor with team- building through shared activities, clear communication, shared problem solving, and decision making.</p> <p>c) Follows the CFS program’s communication policy.</p> <p>d) Participates in all team and site meetings, in-service days, and training opportunities.</p> <p>e) Hands on contribution to the team through all classroom routines and responsibilities such as meal preparation, toileting and clean up.</p>
<p>8. <i>Professionalism</i></p>	<p>a) Demonstrates and follows all CDE School age program regulations, CAM Children and Family Services Policies and Procedures.</p> <p>b) Maintains congenial and respectful relations with management, staff, children and families, and community.</p> <p>c) Maintains confidentiality in regards to staff and family information.</p> <p>d) Successfully completes paperwork on time and keeps current, accurate records.</p> <p>e) Models and adheres to work schedule, arrival, breaks, etc. Oversees supervisees in this regard as well.</p> <p>f) Notifies supervisor, <u>prior to beginning of workday (when possible)</u>, when not able to come to work and arranges appropriate coverage.</p> <p>g) Follows health procedures including safe lifting, handwashing, and universal precautions.</p> <p>h) Exhibits a positive attitude regarding the agency and the CAM Children and Family Services program.</p> <p>i) Completes other duties as assigned.</p>

Qualifications

Education (must have obtained one of the following)

- Must possess 24 units of Early Childhood Education or Child Development including core course plus with 16 general education units and eligible to apply for the CA state Teacher permit.
- At minimum an Associate Degree in Early Childhood Education or closely related field is required. BA Degree is preferred.

Experience:

- At least one year experience working with school age children (particularly low-income families). Letter from former employer may be requested for verification.

Skills:

- Strong verbal/ written communication.
- Bilingual English/Spanish desirable.
- Proficient computer skills including ability to enter data into DRDP computer -based system.

Knowledge:

- Knowledge of State School age program regulations desirable.
- Must have Pediatric First Aid and Infant/Child CPR or be willing to obtain within first two weeks of employment.
- Comfortable with using various kinds of technology devices (computer, Chromebook and applications).
- Deep understanding – and ability to articulate – the role equity, inclusion, and diversity plays in our work.

Ability:

- School age teachers are required to frequently bend, grasp, kneel, reach overhead, sit, squat, stand, stoop, twist, walk, and write on a daily basis.
- Teachers must also be able to lift and carry objects up to 25 pounds, and children up to 40 pounds for safety reasons.
- Fine Motor physical ability including simple and power grasp, pull, twist, and grip.
- Flexibility to readily adapt to changing environments.
- Maintain a positive attitude of cooperation, teamwork, flexibility and responsiveness.
- Be patient and nurturing towards children.
- Must be punctual and have regular attendance.

Other:

- Due to the sensitivity and requirements of our positions, you should expect to undergo and be cleared of an employment background/criminal check, if extended an offer for employment.
- Successfully complete an employment physical and provide a copy of your immunization record showing the MMR and TDAP vaccines received.
- Proof of the absence of tuberculosis.
- You may also be asked to provide proof of educational degree(s), licenses or credentials pertinent to the position.