



**PUBLIC SCHOOLS** *Creation Date: 5/2/2024*

**Position: Part-time Teacher for the Early Childhood Education Career Technology Program Part time  
Preschool Teacher Mentor**

**Reports To:** Building Principal, Director of Early Childhood Education and CTE Administrators

**Salary Schedule / Grade:** Refer to DEA Schedule

**F.L.S.A Status:** Exempt

## **SUMMARY**

Under the general supervision of the School Principal and CTE Director, plan and implement appropriate teaching and learning strategies, including strategies to meet diverse student needs, in order to effectively communicate the subject matter to students for interested eleventh grade students from around the district in the afternoon. This instructor will be responsible for the daily instruction and operation of the career technical Early Childhood Education program. In addition, this teacher may be required to teach traditional preschool classes. In the morning this person under the general supervision of the Director of Preschool will be utilized as a Preschool teacher mentor. This employee will meet with fellow preschool teachers and mentor them through lesson plans, lesson delivery and other duties as assigned.

## **QUALIFICATIONS**

- Master's Degree preferred
- Minimum of five years preschool teaching experience specific to urban education
- Valid Ohio Professional teaching license for PreK, such as P-5 or P-3.
- Valid Ohio Career Technical Education, Early Childhood Education teaching license or ability/willingness to obtain
- Ability to successfully engage students in learning and willingness to utilize technology to enhance student learning.
- Ability to obtain Ohio School Van Driver Certification in order to transport students for field trips/CTSO activities.
- Pass criminal background check.

**\*This position will require obtaining a Career Technical Education license within one month of employment. .**

## **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Clearly communicate learning objectives to students.
- Create engaging hands-on lessons aligned with the career-technical content standards, district curriculum goals, and general workplace readiness by integrating professional/soft skill instruction into daily lessons. ●
- Analyze student data from formative and summative assessments to plan and adapt instruction to positively impact student learning.
- Adapt teaching methods and instructional materials to meet diverse student needs and interests. ●
- Participate in staff meetings, teacher-based teams, parent/teacher conferences, advisory committee meetings, professional development activities, etc.
- Utilize reflective practices to improve/adapt instructional approaches.

- Maintain a classroom environment conducive to effective learning using the District's classroom management strategies/program.

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- Identify and engage appropriate business and industry partners to support instruction.
- Establish and maintain positive rapport with students, parents, and other staff.
- Perform essential duties and responsibilities of a Preschool teacher.
- Perform other duties as assigned.

## **PHYSICAL ATTRIBUTES/DEMANDS**

- Frequent standing/walking for extended periods. Repetitive motions such as bending, reaching, stretching with hands and arms, kneeling, and climbing stairs.
- Occasionally lift and/or move lightweight items up to 40 lbs.

## **WORK ENVIRONMENT**

- Work is performed in a classroom setting.
- Occasional exposure to blood, bodily fluids, and tissue.
- Work may be subject to frequent interruptions.
- Some assignments are subject to completion within strict timelines.
- Periodic travel for meetings, professional development activities, and work assignments.

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