



District OR-1: Home of the Panthers!
Job Description: Early Childhood / Inclusive Teacher

Updated: March 2021

It is the policy of District OR-1 to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

JOB TITLE: EARLY CHILDHOOD / INCLUSIVE TEACHER

REQUIREMENTS:

- Bachelor's Degree in Early Childhood Education from an accredited college or university
- Valid, current Nebraska teaching certificate: BA in Early Childhood, BA in Early Childhood Unified, or BA in Early Childhood Inclusive
- Knowledge of Nebraska Department of Education Rule 51 and Rule 52
- Experience working with children ages birth to five and families in rural areas
- Willingness to complete required training in accordance with district guidelines
- Successful teaching and/or practice teaching experience
- Such alternatives to the above qualifications as the Board of Education may find appropriate
- Successfully pass district background check

REPORTS TO: Elementary Principal

RECEIVES GUIDANCE FROM: Elementary Principal

JOB GOAL: Job goals include the ability to organize and facilitate a productive learning environment which provides opportunities and access for all students to: foster independent learning skills, understand and demonstrate applicable skills and knowledge, develop effective communication skills, foster an appreciation of our culture and heritage, promote a positive classroom climate, build effective relationships, and role model respect for the rights of others. The teacher shall assist the student in his/her development as an able and responsible learner. The teacher must be collaborative, a relationship builder, have excellent communication and interpersonal skills, and be well trained in early childhood content knowledge, child development, and effective and engaging pre-school teaching strategies.

TERMS OF EMPLOYMENT: Nine-month year or as established by the Board of Education

EVALUATION: Performance of this job will be evaluated annually in accordance with the provisions of the district's Personnel Evaluation Policy

ESSENTIAL DUTIES:

- Consistent and punctual "on site" attendance at the worksite is an essential job function.
- Implements IEP's and leads programming to meet student needs.
- Communicates frequently with parents.
- Participates in necessary training and professional development opportunities.
- Collects data and participates in comprehensive program evaluation.
- Plans instructional objectives and activities consistent with curriculum guides.
- Implements Board policy regarding education philosophy/curriculum under the direction of the administration through planning, organizing, managing, and interacting with students.



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- Knowledge of special education vocabulary and forms of support for families.
- Establishes rapport with students, staff, parents and the community.
- Lifelong learner committed to continuous improvement.
- Evaluates the social and emotional growth of students, and keeps appropriate records as necessary.
- Makes home visits in alignment with state and federal requirements.
- Demonstrates early childhood knowledge, including a clear understanding of developmental milestones: birth to age five.
- Provides appropriate safety instruction and utilizes comprehensive safety checks on equipment and playground areas to ensure the overall safety of students.
- Clearly communicates that every child, regardless of ability, can succeed.
- Demonstrates motivation and enthusiasm with a genuine passion for teaching students.
- Demonstrate the ability to create a child-centered classroom.
- Provides engaging, fun, and effective instruction that helps build a strong foundation for young children.
- Collaborates with team members and provides strategies and supports for increasing student engagement throughout the school.
- Models non discriminatory practices in all activities.
- Demonstrates a growth mindset individually and supports this development with all students.
- Provides maximum participation for all students; differentiates learning activities as needed to ensure all students experience success.
- Effectively utilizes the district instructional model.
- Implements the disciplinary procedures of the district.
- Implements effective instructional practices.
- Supervises behavior in the school environment to maintain the safety and well being of students and staff.
- Analyzes, demonstrates, and explains basic skills, knowledge and strategies of games, and fundamentals of body movement.
- Keeps accurate records of attendance, absences and tardies.
- Collaborates well with others.
- Uses an appropriate variety of instructional strategies.
- Makes effective use of audio-visual materials and aids.
- Communicates positive support of students in their educational development.
- Recognizes the exemplary influence of the educator over the student.
- Relates with staff, parents and community stakeholders through positive professional cooperation.

INTERPERSONAL SKILLS:

- Models positive behaviors and implements effective student behavior strategies.
- Maintains a classroom environment that promotes positive behaviors and maximizes the learning climate in the classroom.
- Facilitates children's physical, cognitive, and social and emotional learning through lessons designed to sequentially develop skills appropriate to their ability and confidence levels.
- Actively supports and builds a strong positive culture and learning environment that is inclusive for all students.
- Exhibits patience, openness, and concern in dealing with students.
- Establishes student rapport within (and outside) the classroom to build mutual respect between the students and teacher.
- Exhibits tact and self-control



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OCCASIONAL:

- Effectively use technology to support effective instruction and student learning.
- Suggests positive recommendations for the continuing review and development of curriculum.
- Remains current with professional training and shows evidence of regular professional growth.
- Actively participates at scheduled staff meetings and serves on educational committees.
- Assumes responsibility for conferences with parents.
- Recognizes the extra curriculum program as integral to the educational development of the child.
- Performs other duties within the scope of employment and certification as assigned by the appropriate administrator.

OTHER REQUIREMENTS (*Intellectual, Sensory*):

- Accepts feedback from administrators with self reflection and a growth mindset.
- Effective oral and written communication skills
- Skills in leadership, organization, problem solving and conflict resolution
- Skills in human relations; ability to deal with a variety of people
- Ability to work under stress
- Skills in assessment and evaluation

WORK ENVIRONMENT/ CONDITIONS:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Ability to work varied hours as requested including early mornings and evenings on occasion.
- Ability to work in a smoke-free and drug-free work environment.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Maintain physical condition appropriate to the performance of assigned duties and responsibilities which may include sitting or standing for extended periods of time.
- Strength, movement, auditory, taste/smell, and vision demands specific to the job.
- Manual dexterity to handle computer and phone requirements.