



Roots Primary School

Preschool Teacher

JOB DESCRIPTION

Roots is a high quality, low ratio learning experience for the young student. We cater to the student and the family, create individualized learning plans, and build the skills our young children need when entering a school environment after Roots.

A teacher at Roots must be able to lead with love and caring. They must desire to put the student first and be willing to open themselves to daily learning opportunities. Roots is passionate about becoming lifelong learners and passing this desire on to our students. It is the hope of the administration of Roots Early Primary School to find high caliber educators that want to join the journey or learning to love and loving to learn!








HOURS/PAY

- ☞ Monday – Friday 8:00am-3:00pm
- ☞ National holidays off. Typical school schedule.
- ☞ Competitive hourly wage

DUTIES/ESSENTIAL FUNCTIONS

- ☞ Supervise groups of children.
- ☞ Provide care, guidance, and developmental experiences, meeting the appropriate educational and emotional needs of the children.
- ☞ Give each child individual specialized attention each day, responding to each child's particular needs and characteristics.
- ☞ Provide and assist in personal hygiene practices, including toileting issues, as necessary. It is not our policy to change diapers, but we will assist in potty accident clean up.
- ☞ Help keep records of any daily information, such as parent sign in and out, accident reporting and calls home.
- ☞ Aid director in the planning and implementing of weekly curriculum.
- ☞ Provide enriching and high quality educational experiences to young learners.
- ☞ Attend monthly staff meetings and quarterly trainings.

MINIMUM QUALIFICATIONS

- ∅ Age: 18 and above.
- ∅ Education Required: High School Diploma or equivalent.
- ∅ Desired Qualification: Oregon Registry Online Step 8 or above.
- ∅ Experience Desired:
 -  At least 3 years working with children 3-5.
 -  Ability to show knowledge of positive reinforcement and positive redirection.
 -  Knowledge of age-appropriate activities and behaviors.
- ∅ Licenses and Other Requirements:
 -  Valid Oregon Driver's License.
 -  Valid first aid/cpr credentials.
 -  Valid food handlers' card.
 -  Be entered into Central Background Registry with cleared or pending status.

KNOWLEDGE AND ABILITIES

Knowledge of

- ∅ Preschool developmental stages.
- ∅ Basic instructional methods and techniques.
- ∅ Oral and written communication skills.
- ∅ Classroom procedures and appropriate student conduct.
- ∅ Classroom management techniques.
- ∅ Interpersonal skills using tact, patience, and courtesy.

Ability to

- ∅ Maintain effective and cooperative relationships with teachers, students, administrators, parents, other employees, and the public.
- ∅ Have direct communication with teachers and administrators, as necessary.
- ∅ Be reliable and arrive on time.

PHYSICAL DEMANDS AND WORKING CONDITIONS

- ✍ Indoor classroom environment with some outdoor environment based on need.
- ✍ Dexterity of hands and fingers to operate a variety of materials.
- ✍ Verbal, auditory, and written capabilities to effectively communicate in an articulate manner.
- ✍ Sitting and standing for extended periods of time.
- ✍ Bending to clean surfaces.
- ✍ Pushing, moving, lifting the weight of preschool aged children.
- ✍ Reaching overhead, above the shoulders and horizontally, to retrieve materials and supplies.
- ✍ Vacuuming, sweeping, mopping, and cleaning of tables.