



# Job Description

## Preschool Teacher

Date Revised: June 2022  
Reports to: School Director  
Classification: Part to Full Time (non-exempt)  
Location: 7525 E. Santiago Canyon Road, Silverado, CA 92676  
Position Hours: 25 – 40 Hours/Week (5 days/week, M-F)  
Number of Positions: 3+

- Seedlings Classroom (ages 2-3... not potty trained)
- Acorns Classroom (ages 3-4)
- Pinecones Classroom (ages 4-6)

Salary Range: \$16 - \$22/hour

### About Silverado Children's Center

Silverado Children's Center (SCC) is located in the canyons of the Santa Ana Mountains in eastern Orange County, California. A program of the Silverado Modjeska Recreation and Parks District (SMRPD), SCC offers an emergent curriculum that incorporates an appreciation of nature's handiwork, care for living creatures, and a solid respect for the environment.

SCC provides a year-round, nature-based experience for children ages 2 to 6. Our location is conveniently located to most areas in Orange County along one of the most scenic roads in our area and provides a true environmentally authentic environment for our children.

Learn more at [www.silveradochildrenscenter.com](http://www.silveradochildrenscenter.com)

### About the Teacher Position

SCC is looking for qualified teachers to join our energetic, adventurous, creative and caring staff. Applicants MUST have a love for small children (ages 2-6), animals, the outdoors, and be a team player.

The Teacher role works under the direction of the Lead Teacher to support the lead with curriculum planning and implementation. This teacher is responsible for proactively suggesting opportunities for developing and implementing an ongoing program of activities that promote the social, emotional, cognitive and physical development of each child enrolled in their classroom, in accordance with Title 22 and SCC's Nature Preschool Philosophy.

The ideal candidate is friendly, supportive and professional.

### Responsibilities

Curriculum Planning:

- Support the Lead Teacher in developing and implementing creative weekly activity plans suitable for preschool children (appropriate for the specific age of the assigned classroom).
- Proactively suggest activities, learning opportunities, and program improvements to the Lead Teacher(s).
- Employ a variety of educational techniques (storytelling, educational play, art, etc.) to engage children in an outdoor play-based program.

- Consistently modify the indoor and outdoor classroom environments to meet the needs of individual children with concern for their interests, special talents, and individual style and pace of learning.
- Create and maintain an environment that is clean, organized and safe for all children.
- Collaborate with other teachers in the school to provide unique opportunities for the students.

#### Student Observation & Support:

- Supervise children on the playground and in the classroom, on hikes and on off-site field trips.
- “Break” Teacher(s) and act as sub when needed.
- Support the Lead Teacher to create & maintain individual student files of each child in the classroom to include all relevant documentation.
  - Observe and document each child’s growth and development through pictures, anecdotal notes, and sample work
- Manage weekly inventory of student cubbies to assess for needs (diapers, wipes, extra clothes, etc.)
- Observe each child to help them improve their social competencies and build self-esteem, as well as identify any potential concerns.
- Supervise nap time as scheduled.
- Assist children with activities of daily life (restroom use, hand washing, etc.).
- Assist with diapering, potty training and toileting.
- Encourage children to interact with each other and resolve occasional arguments.
- Daily playground walkthrough wildlife and debris safety check (snakes, spiders, fallen branches, etc.)
- Work with Family Engagement Chair or Classroom Representative to coordinate parent-involved activities (guest reader, etc.)
- As needed: snack time preparation, serving and lunch time setup/cleanup.

#### Team Interaction & Policy Compliance:

- Oversee student sign-in/out procedures to ensure compliance with licensing standards.
- Attend staff meetings, workshops and school events as required.
- Contribute to monthly newsletter for families.
- Respond to emergency calls according to protocol.

#### Skills

- Ability to relate positively to young children, parents and staff
- Strong working knowledge of Early Childhood Program Performance Standards and Nature Preschool Philosophy
- Knowledge of Reggio curriculum preferred (Emergent Curriculum)
- Demonstrate success in working as a member of a team
- Effective and strong communication skills (orally and written)
- Familiarity with safety and sanitation guidelines for classrooms
- Cool-tempered, friendly and reliable
- Balance between a creative mind and practical judgement
- Ability to work in an outdoor environment that includes heat/cold, insects, reptiles and local wildlife

#### Requirements:

- 12 units of ECE/CD (including core courses)
- Two years experience working in a licensed child development program as a teacher of preschoolers
- Certification in Child CPR and First-Aid
- Valid fingerprint clearance that has been submitted through Community Care Licensing
- Proof of immunization upon hiring