

## KINDERGARTEN TEACHER

**TITLE:** Kindergarten Teacher

**Location:** Building

**SUPERVISOR:** Principal

**SUPERVISES:** Students  
Educational Support Staff

### JOB SUMMARY:

Under general supervision of the building principal, the kindergarten teacher provides an educational program for kindergarten students in an environment favorable to learning and personal growth; establishes effective rapport with students to promote positive attitudes of self-worth; motivates students to develop skills, attitudes and knowledge needed to provide a good foundation for further participation in the total school program, in accordance with each student's ability; establishes good relationships with parents and with other staff members.

**ESSENTIAL FUNCTIONS:** To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

- Provides learning experiences in language arts, social studies, pre-reading, arithmetic, science, art, physical education, and music to students, utilizing course of study adopted by the Board of Education.
- Instructs students in citizenship, basic communication skills and other general elements of the course of study specified in state law and administrative regulations and procedures of the school district.
- Develops and uses instructional materials suitable for verbal, auditory and visual instruction of students with wide range of mental, physical and emotional maturities.
- Provides individual and group instruction designed to meet individual needs for enhancing self-image and to help the students make a satisfactory transition to school.
- Establishes and maintains standards of student behavior needed to achieve effective participation in all activities without interfering with the natural informal atmosphere of a kindergarten.
- Provides learning experiences and teaches the course of study prescribed by the District approved curriculum.
- Develops and uses instructional materials suitable for verbal and/or visual instruction of students with wide range of mental, physical and emotional maturity.
  
- Provides individual and group instruction designed to meet individual needs and motivate students.
- Establishes and maintains standards of student control required to achieve effective participation in all activities.
- Evaluates academic and social growth of students and keeps appropriate records.
- Provides appropriate instruction and activities for students to meet school/District policies, goals and objectives.
- Communicates with parents through a variety of means.
- Holds parent conferences to discuss the individual student's progress and interpret the school program.
- Identifies student needs and cooperates with other professional staff members in assessing and helping students solve health, attitude and learning problems.

- Creates an effective environment for learning through functional and attractive displays such as bulletin boards, interest centers, etc.
- Maintains professional competence through in-service education activities provided by the District and/or professional growth activities and university courses.
- Participates cooperatively with the administrator in the evaluation process.
- Selects and requisitions instructional materials; maintains inventory records.
- Cooperates in school-wide supervision of students during out-of-classroom activities
- Participates in faculty and/or District committees and the sponsorship of student activities.
- Performs other job-related duties as may be assigned by the Principal.

**ADDITIONAL RESPONSIBILITIES:** None

**PHYSICAL ACTIVITY:**

Perform physical requirements which may include:

- A. Moderate to extensive degree of physical and emotional stamina
- B. Frequent and prolonged standing, walking and sitting
- C. Ability to restrain students in emergency situations
- D. Frequent and prolonged talking/hearing conversations
- E. Possess near/far visual acuity/depth perception
- F. Possible exposure to bodily fluids due to student injury and illnesses

**WORK ENVIRONMENT:** Work is performed in an environment where unusual temperature, noise and hazards are relatively nonexistent.

**QUALIFICATIONS:**

**EDUCATION**

- Bachelor's degree including all courses to meet credential requirements.

**EXPERIENCE**

- Student teaching internship or full-time kindergarten teaching experience.

**OTHER SKILLS AND ABILITIES:**

- Cooperates in school-wide supervision of students during out-of-classroom activities.
- Participates in faculty and/or District committees and the sponsorship of student activities.
- Excellent communication, presentation, and listening skills.

- Demonstrated knowledge of best practices in curriculum and instruction at the elementary level

**LICENSES/CREDENTIAL:** Valid Illinois teaching license authorizing services as a Kindergarten Teacher.

**TERMS OF EMPLOYMENT:** Salary is based on market comparisons as determined by negotiations with the bargaining unit. The work year is 180 days.

**EVALUATION:** Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of professional personnel.