



# RIALTO UNIFIED SCHOOL DISTRICT

## CHILD DEVELOPMENT DEPARTMENT TEACHER ON SPECIAL ASSIGNMENT

### Job Description

#### DEFINITION

Under the direction of a Child Development Department Administrator, the Child Development TOSA will provide: (1) teacher support in curriculum and instruction development and implementation, (2) staff development for teachers, instructional assistants and apprentices, (3) parent education.

#### ESSENTIAL DUTIES

- Deliver in-classroom support to teachers of young children.
- Develop and provide professional growth training for Child Development Employees.
- Develop and provide parent education workshops.
- Oversee the Preschool Parent Advisory Committee.
- Supervise, evaluate, and monitor professional growth plans for instructional assistants and apprentices.
- Schedule RHCC instructional assistant and apprentice weekly work assignments.
- Support the implementation of Title 5, Title 22, ITERS, ECERS, Desired Results, NAEYC Accreditation, and CSTP Standards.
- Other duties as assigned but not to include certificated employee evaluation.

#### QUALIFICATIONS

##### Knowledge of:

- Title 5, Title 22, ITERS, ECERS, and CSTP standards.
- Integrated assessment and intentional teaching
- Current child growth and development research.

##### Ability to:

- Demonstrate nurturing demeanor

##### Experience and Education:

- Possession of a valid Bachelor's degree in child/human development from an accredited college or university
- Possession of a current CTC Child Development Teacher Permit
- Completion of three (3) units of approved Child Development Infant/Toddler coursework
- Successful experience teaching in a licensed early childhood program
- Experience with early literacy (birth to 8) development
- Experience in working effectively with adults
- Proven mastery of developmentally appropriate practices
- Possession of a valid California driver's license and a private vehicle
- Maintain current pediatric CPR and First Aid certifications
- Possession of a Preventative health measures certificate

#### PHYSICAL DEMANDS

##### Physical class:

**Moderate** – Must be able to lift 30 pounds. Will need to be able to lift infants, toddlers, and young children.

##### Work area requirements:

Office area, regular classroom, on the playground, parking lot, bus stop areas and possibility field trips. Ability to use common school hand tools, computer, telephone, fax, photocopy equipment, email, word processing, graphing, presentation and data base software. Ability to transverse any part of a 10-50 acre campus which would include asphalt, sidewalks, grass on playgrounds, dirt, and/or bus areas.

**Physical requirements:**

The time requirements are listed considering this wording and meaning:

Occasionally/low - up to 3 hours

Frequently/Medium - 3 to 6 hours

Constantly/High - 6 to 8 hours

Stooping: Occasionally

Bending: Occasionally

Lifting: Occasionally

Reaching: Occasionally

Handling: Frequently

Crouching: Occasionally

Grasping: Frequently

Fingering: Occasionally

Push/Pull: Occasionally

Carrying: Frequently

Standing: 0-30 minutes to 1 hour

Kneeling: Not required

Sitting: 0 or may sit 60 minutes a day

\*Driving: Must have ability to get to inservices meeting

Walking: Frequently - up to 4 ½ hours a day

***\*Possession of a current California Driver's license, a DMV printout and the ability to be covered by the company auto insurance is required.***

**Frequent motion:**

Twisting: Not required

Wrist flexion: Yes – Occasionally

Forward shoulder/neck flexion: Yes – Occasionally

Reaching to above shoulder level: Yes -Occasionally to put up classroom decorations

Elbow flexion/extension: Yes - Frequently

Reaching to shoulder level: Yes - Occasionally

Reaching below shoulder level: Yes - Frequently

**Sensory requirements:**

Ability to see: Constantly

Ability to hear: Constantly

Ability to talk: Constantly

Ability to smell: Constantly

Ability to touch: Constantly

**Must be able to deal with these environmental considerations:**

Odor: Usually not an issue

Noise: Active noise

Humidity: Inside school building

Fluorescent lights: Yes

Working inside: 85% of day

Heat: Has own heat and air conditioning controls

Floor may be slippery at times: Yes

Moisture: Inside school building

Working in close quarters with others: Yes

Working outside: 25% of day

**This job requires:**

Alertness: Yes

Attention to detail: Yes

Ability to work in temperatures down to 40 degrees and up to 110 degrees.

Recall of names and dates: Yes

The use of two hands: Yes

**Ability to deal with psychological factors:**

Team work: Yes

Frustration: Medium

Level of responsibility: High

Vary activities: Yes

Be able to keep the interest of the child: Yes

Dealing with parents/teachers/ students/administrators: Daily

Repetitive Tasks: Yes, all day long

Able to work overtime: Occasionally

Must keep up with work schedule: High

Must be able to keep on a stringent time frame: Yes

Go from one activity to another to another: Yes

**Physiological factors:**

Must maintain a high level of consciousness: Yes

Ability to read at 12<sup>th</sup> grade level: Yes

Able to keep up a high activity level during the shift: Yes

Orientation to time, place, or person: Yes

Ability to comprehend and follow directions: Yes

MT: 11/2010

**AN EQUAL OPPORTUNITY EMPLOYER  
RIALTO UNIFIED SCHOOL DISTRICT IS A "DRUG and TOBACCO-FREE WORKPLACE"**