Cabell County Schools
Job Description
Pre-K Teacher

Position:	Pre-K Teacher
Supervisor:	Principal/Assistant Principal/Preschool Manager
Salary:	As per Cabell County pay schedule
Length of Employment:	200 Days
Job Description:	The Teacher of Preschool Students is assigned to deliver a comprehensive program in accordance with state law and West Virginia Board of Education and county policies and regulations.
Qualifications:	Holds or qualifies for a West Virginia Professional Teaching Certificate endorsed for preschool.

Responsibilities:

1. To lead a classroom that build on how young children learn and supports children in developing a wide range of language, early literacy, math, social-emotional and physical skills based on observation and assessment of children.
2. To build strong relationships with adults, actively engaging parents and caregivers, colleagues and members of the community.
3. To implement a program in accordance with federal, state and county laws, policies and regulations.
4. To foster a classroom climate conducive to learning.
5. To communicate effectively with the educational community and parents/guardians on a regular basis.
6. To meet professional responsibilities.
7. To create an enriching environment that fosters learning using a broad spectrum of activities and experiences that align with the adopted curriculum, state policy and Pre-K Early Learning Standards.
8. To communicate regularly with parents/guardians on the progress and/or deficiencies of the student.
9. To complete observations of children to document learning and complete state assessments.
10. To complete and submit all reports in a timely manner as required by law, including, but not limited to the West Virginia Department of Education and/or the county Board of Education.
11. To report the presence of any situation that may be harmful to the health and safety of the students and/or staff.
12. To advise the principal of the presence of any situation that may require immediate intervention so as not to hinder the instructional program.
13. To accept responsibility for the behavior the students assigned.
14. To supervise students at all times in accordance with state, county and school policies.
15. To attend all faculty senate and other required meetings.
16. To fulfill annual continuing education requirements and attend other required training programs.
17. To maintain professional work habits.
18. To maintain and upgrade professional skills.
19. To help students master the Pre-K Early Learning Standards.
20. Follow confidentiality procedures regarding students, parents/guardians and fellow staff members.
21. To perform other duties and responsibilities as assigned by the school principal or Preschool Manager.