Substitute Preschool Teacher

HIRING DEPARTMENT: Parks & Recreation

WORK LOCATION: Baldwin Preschool, 2790 Parkside Circle, Concord
Centre Concord, 5298 Clayton Rd, Concord

HOURS: School Year Program
Monday thru Friday 8:30 AM – 11:45 PM
Monday thru Friday 11:30 M - 2:45 PM

Summer Program
Monday thru Friday 8:30 AM – 11:45 AM

SALARY: Starting at $15.60 /Hour

FINAL FILING DATE:

THE IDEAL CANDIDATE:
The Ideal Substitute Preschool Teacher Candidate is someone who:
• Possesses excellent customer service skills;
• Enjoys working with preschool age children and their parents;
• Is someone who is detail oriented;
• Is someone who is flexible, yet dependable; and
• Is someone who is reliable and responsible

THE POSITIONS:
The City of Concord's Parks & Recreation Department is looking for a friendly, customer service oriented team player to join our preschool team as one of our substitute preschool teachers. This is an on-call position. As a Substitute Preschool Teacher you will follow teacher’s lesson plan for the day. The emphasis will be on fun learning through activities, art, games and story time.

RESPONSIBILITIES MAY INCLUDE, BUT ARE NOT LIMITED TO:
• Provide a safe and creative environment
• Establish a positive relationship with children, parents and staff
• Supervise Assistant Teacher in duties performed to implement program
• Be an active participant in activities
• Prepare for crafts, bulletin boards and snacks
• Use appropriate class management skills with the children
• General Housekeeping
• Attend scheduled meetings
QUALIFICATIONS:
The ideal candidate must enjoy working with ages 2, 3, and 4 year olds, have experience working with children and general knowledge of planning programs.

Education
Twelve (12) Early Childhood Education units Experience - Must have some experience working with children in a preschool setting

Other requirements
- Must be 21 years of age or older.
- Proof of clear TB test, fingerprint clearance, current CPR and First Aid Certificate

SELECTION PROCEDURES
To apply for this position, please complete the online application at www.cityofconcord.org

All applications will be screened in relation to the criteria outlined above. Only those candidates who best meet the qualifications will be invited to interview.

FOR ADDITIONAL INFORMATION
Please call Raquel Diaz, Program Coordinator (925) 671-3324
Substitute Preschool Teacher Aide

HIRING DEPARTMENT: Parks & Recreation

WORK LOCATION: Baldwin Preschool, 2790 Parkside Circle, Concord Centre Concord, 5298 Clayton Rd. Concord

HOURS: School Year Program
        Monday thru Friday 8:30 AM – 11:45 PM
        Monday thru Friday 11:30 M - 2:45 PM

Summer Program
        Monday thru Friday 8:45 AM – 11:45 AM

SALARY: Starting at $12.49 /Hour

FINAL FILING DATE: August 16, 2019

THE IDEAL CANDIDATE:
The Ideal Substitute Preschool Teacher Aide Candidate is someone who:
- Possesses excellent customer service skills;
- Enjoys working with preschool age children and their parents;
- Is someone who is detail oriented;
- Is someone who is flexible, yet dependable; and
- Is someone who is reliable and responsible

THE POSITIONS:
The City of Concord's Parks & Recreation Department is looking for a friendly, customer service oriented team player to join our preschool team as one of our substitute preschool teacher aides. This is an on-call position. The emphasis will be on fun learning through activities, art, games and story time.

RESPONSIBILITIES MAY INCLUDE, BUT ARE NOT LIMITED TO:
- Provide a safe and creative environment
- Establish a positive relationship with children, parents and staff
- Assist teacher in duties performed to implement program
- Be an active participant in activities & trips
- General Housekeeping

QUALIFICATIONS:
The ideal candidate must enjoy working with ages 2, 3, and 4 year olds, have experience working with children and general knowledge of planning programs.
Education
High School Graduate

Other requirements
- Must be 18 years of age or older.
- Proof of clear TB test, fingerprint clearance, current CPR and First Aid Certificate

SELECTION PROCEDURES
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FOR ADDITIONAL INFORMATION
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