AUBURN
Human Resources

Preschool Teacher
Job Description

JOB INFORMATION

Job Code	EE35
Job Description Title	Preschool Teacher
Pay Grade	AA02
Range Minimum	$29,840
33rd %	$33,320
Range Midpoint	$35,060
67th %	$36,800
Range Maximum	$40,280
Exemption Status	Non-Exempt
Approved Date:	1/1/1900 12:00:00 AM
Legacy Date Last Edited	2/21/2023

JOB FAMILY AND FUNCTION

Job Family:	Academic Services & Administration
Job Function:	Academic Programs

JOB SUMMARY

The Preschool Teacher plans, creates, and implements the daily program for preschool learning environments at the Kreher Preserve & Nature Center (KPNC), including Woodland Wonders Nature Preschool and preschool camps throughout the year.

RESPONSIBILITIES

- Plans and implements an emergent curriculum for a group of children consistent with developmentally appropriate early childhood education practice. Plans, implements, and evaluates a daily program which includes identifying outdoor environments for optimal learning, and developing planning materials and activities that facilitate active learning for the children.
- Mentors and facilitates the physical, social, emotional, and cognitive development of children through natural, outdoor environments. Documents all areas of children’s health and development, and communicates observations with parents, caregivers, and/or medical professionals. Provides, instructs, and monitors children in the use of a variety of learning materials and resources for use in educational activities.
- Participates in modeling best nature-education practices for undergraduate students completing course requirements or internships.
- Collaborates with the community representatives such as therapists, specialists, and psychologists as needed. Administers medication per doctor's prescribing instructions.
- Communicates with parents on a daily basis to keep them informed of the daily progress of their children.
- Some travel within the region and occasional travel out-of-state.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum

requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Bachelor's Degree	In Early Childhood Education and Development, Natural Sciences, or related degree. Master's degree in related field is desired.	and	1 year of	Experience in an outdoor, nature-based learning environment with young children is required. Experience working in a nature preschool or forest school is desired.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of best practices for nature-based education.	
Basic understanding of child development in all areas of development (physical, social, emotional, cognitive, creative), as well as appropriate communication with parents of young children.	
Must be comfortable speaking to and educating large and small groups, in classroom and non-classroom settings, covering a broad range of nature-based topics.	
Must demonstrate excellent interpersonal skills, maturity, professionalism, self-discipline, and attention to detail in their work.	
Basic knowledge of human behavior and performance; individual differences in ability, personality, and interests; learning and motivation; and psychological research methods.	
Basic knowledge of principles and methods for curriculum and training design, teaching and instruction for individuals and groups.	
Ability to work collaboratively with the KPNC Manager as well as with a diverse group of faculty, staff, students, and volunteers at the KPNC and from the CFWE, College of Education, and other Auburn University units.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
DL NUMBER - Driver License, Valid and in State		Upon Hire	Required	And
	TB Skin Test.	Upon Hire	Required	And
CPR - Cardiac Pulmonary Resuscitation		within 60 Days	Required	Or
First Aid Certification		within 60 Days	Required	

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing					X	
Walking					X	
Sitting			X			
Lifting	X					
Climbing			X			
Stooping/ Kneeling/ Crouching				X		
Reaching					X	

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Talking					X	
Hearing					X	
Repetitive Motions					X	
Eye/Hand/Foot Coordination					X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold				X	
Extreme heat				X	
Humidity				X	
Wet				X	
Noise				X	
Hazards				X	
Temperature Change				X	
Atmospheric Conditions				X	
Vibration				X	

Vision Requirements:

Ability to see information in print and/or electronically.; Ability to see information in print and/or electronically, should have depth perception and the ability to distinguish colors.