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| JOB TITLE: | INSTRUCTOR III |
| DIVISION | AS ASSIGNED |
| SALARY SCHEDULE/GRADE: | IA, GRADE 8 |
| WORK YEAR: | AS ASSIGNED |
| FLSA STATUS: | NON-EXEMPT |
| JOB CLASS CODE: | 8170 |
| BARGAINING UNIT: | CLAR |

NEW: 07/01/2019

Submitted: 06/11/2019

| SCOPE OF RESPONSIBILITIES |
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| Assists in the implementation of education programs by providing comprehensive assessments, evaluations, and instruction to meet the needs of parents and children; including home visitation and instruction. Works under the direction of a certified staff member. |

| PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA |
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| Implements a comprehensive education program for eligible participants under the supervision of classroom teacher where appropriate |
| Provides instruction, counseling, appropriate learning material and experiences for the participants and provides continuous evaluation of students' progress and achievement under the direction of a certified staff member |
| Plans and implements parent and child interactions and activities |
| Provides and/or arranges adult supports, activities and sessions |
| Plans and implements a parent involvement program which includes home visitation as appropriate |
| Promotes program, interprets purpose of program to potential clients and interested persons in the community |
| Maintains accurate records on the program and provides data to appropriate personnel |
| Plans regularly with staff and participates in appropriate school meetings and activities |
| Complies with policies, rules and regulations of the District and of any state and/or federal regulatory agency where appropriate |
| Performs health services, if needed, for which training will be provided |
| Completes all trainings and other compliance requirements as assignment by the designated deadline |
| Performs other duties as assigned by supervisor |

| PHYSICAL DEMANDS |
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| The work is performed while standing or walking. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull light weights. |

| MINIMUM QUALIFICATIONS |
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| Bachelor's Degree |
| Three (3) years of successful experience with children |
| Experience in working with children and parents with special needs, multi-cultural and multi-ethnic backgrounds |
| Program specific certifications/training |
| Effective communication skills |

| DESIRABLE QUALIFICATIONS |
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| Experience in teaching multi-age group |

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| Experience in teaching preschool and/or adult education |
| Experience in a diverse workplace |