



CONFEDERATED TRIBE
of the
GOSHUTE RESERVATION

HC 61, Box 6104
Ibapah, Utah 84034
(833) 228-6502 or (435) 234-1138 (office)
(833) 228-6507 (fax)

POSITION: Teacher 1 – Lead Teacher
Location: Goshute Child Development Program
Salary: \$10.00/hr. non-certified and \$13.00/hr. certified
OPEN: January 30, 2019 **CLOSE:** Until filled

Full time Position

Job Requirements:

- Minimum 18 years of age
- High School diploma or equivalent (GED)
- Valid Driver's License and dependable transportation is preferred but not necessary if applicant can get to the Tribal Headquarters or jobsite by the start of their tour of duty.
- Must pass background check, including criminal records and child abuse registry
- Must be able to provide a negative TB test
- Must complete CDP/First Aid/SIDS/communicable Disease/Abuse & neglect within first 90 days of employment
- Must complete at least 38 hours of child care training each license year

Must be able to do the following:

- Communicate effectively, orally and in writing, including interpersonal skills, oral communication, ability to express ideas clearly, crucial conversations and tact.
- Demonstrate dependability, including high work ethic, dedication, timeliness, professionalism, accountability, and commitment
- Demonstrate problem solving, critical thinking and listening, leadership and presentation skills.
- Follow basic principles of early childhood education
- Establish and maintain effective, working relationships with children, parents, staff and program specialists
- Lift up to 50 pounds
- Work with children with physical, intellectual and/or developmental disabilities and /or special healthcare needs

- Display a loving, compassionate and nurturing personality towards children and fellow staff members
- Take direction from superiors in a respectful way
- Display a high level of organizational skills and maintain a clean work environment
- Complete tasks in a high energy and busy environment
- When necessary, travel for required training and educational opportunities

Nature of Work:

- 40 hours per week
- Responsible for implementing an educational setting for the children in each assigned age group
- The Teacher will be supervised and evaluated by the Program Manager
- The Teacher shall receive training and technical assistance from the Program Manager

Job Duties and Responsibilities:

- Maintain a safe, clean, learning environment, and assure the well-being and safety of all children in their care
- Implement weekly lesson plan that are appropriate to the developmental needs of each assigned age group
- Guide and model appropriate behavior and teaching techniques for other teachers
- Maintain a cooperative attitude of working together with all childcare staff, teachers, and parents in planning and implementing classroom activities
- Implements daily activities that engage children in literacy, language, and math using songs, books, and games that are integrated with the theme/topics
- Uses assessment information for individual interacting with children during learning center times and other times for teaching identified concepts
- Maintains accurate and current assessment information noting child's progress across all developmental domains utilizing anecdotal notes and/or examples of children's work
- Accurately completes all paperwork, daily sheets, parent/teacher conference forms, attendance forms, mediation administration forms, incident reports etc.
- Encourage and model language expansion, extended learning and problem solving strategies throughout the day
- Implements behavior plans designed by a mental health specialist or other medical specialist, and resource teacher. Report on the effectiveness of the plan after sufficient time for implementation
- Maintain discipline and/or redirection and supervision of children during all program activities
- Protect all children from physical punishment or verbal abuse by anyone in any activity, and immediately report any such incident to the program manager or person in charge
- Observe children to detect signs of illness, injury, emotional disturbance, learning disorder, speech problem, or other special need and report these signs immediately to the Program Manager
- Observe children for any suspected or disclosed signs of child abuse or child neglect and report them immediately to the Program Manager
- Sits with children during all meal times
- Hold two parent/teacher conferences per year as designated on the planning calendar to share each child's progress with parents.

- Works cooperatively with other teachers, and support staff assigned to her/his classroom as a team to involve all parents with their children and to encourage the active participation of all parents in the program.
- Works cooperatively with the Program Manager following up on all children who are absent, contacting the parents to determine the reason for the absence.
- Safeguard all classroom supplies and equipment, and accounts for any misused, damaged, or missing supplies or equipment.
- Attends training opportunities provided by the center and all staff meetings called by the Program Manager
- Cleans and sanitizes classroom equipment, and toys, furniture, bedding, and work surfaces weekly and as needed.
- Maintains confidentiality of client, staff and center information according to center policies and state and federal laws.
- Performs any other tasks deemed necessary by the Program Manager.

Preference will be given to qualified Tribal Members and Indian applicants. Application can be obtained in person or by contacting the Business Council Secretary, Phyllis Naranjo at 98330 228-6502 or (435) 234-1138.

Complete applications can be mailed or emailed to the following address:

**Confederated Tribes of the Goshute Reservation
HC 61 Box 6104
Ibapah, UT 84034**

Email: phyllis.naranjo@ctgr.us or m.tinsley@ctgr.us