



Culver City Unified School District

Administration Building 4034 Irving Place Culver City, CA 90232-2810
(310) 842-4220

ANNOUNCEMENT OF CERTIFICATED TEACHER VACANCY

Part-Time Child Development Teacher for After School Program (6 positions available)

DATE POSITIONS AVAILABLE As soon as qualified candidate is selected

CLOSING DATE FOR APPLICATION Open until qualified candidate is selected

SUMMARY OF DUTIES

Plans and carries out a program for classes within the framework of the curriculum; administers student assessment, designs and provides an integrated classroom curriculum; attends professional workshops, in-service training and meetings to promote professional growth; records pertinent information on children under direct supervision; organizes and participates in field trips; conducts parent-teacher conferences; directs activities of a teacher aide; performs related duties as required.

MINIMUM QUALIFICATIONS

Possession of a Child Development Teacher Permit. Two years of experience is preferred and fluency in Spanish is desirable. Associate of Arts Degree, including 60 semester units required.

LOCATION AND WORK SCHEDULE

After School Program – hours of assignment: Mon., Tues., Thurs. & Fri. from 3:00 p.m. to 6:00 p.m. and Wednesday from 1:30 p.m. to 6:00 p.m. for a total of 16.5 hours per week (41.25% Assignment). Position is a 10-month position. Locations of assignment vary.

SALARY

Placement on the Child Development Teacher salary schedule based on training and experience. Salary range: \$3508.59 - \$4806.71 per month for full-time. Salary will be pro-rated based on the percentage of the assignment.

CONDITIONS OF EMPLOYMENT

All employment offers are conditional, based upon the successful completion of the following: Fingerprint/background clearance and a tuberculosis clearance. A physical examination clearance is required for certain positions for the district. *All candidates with a record of convictions must indicate such on the confidential/legal section of the application, which is attached to the job application. A record of conviction will not automatically disqualify an applicant from employment, but a failure to list all convictions may result in disqualification or dismissal.*

APPLICATION PROCEDURE

Applications are to be submitted through www.edjoin.org/ccusd. An application package will include a completed Edjoin online application, a letter of introduction/cover letter, a current resume, copy of child development permit, copies of transcripts, a minimum of three recent letters of recommendation (written within the last two years). **Please DO NOT mail hard copies to our office, our application process is paperless.** Only complete online applications will be considered. All correspondence should be addressed to:

Ms. Jennifer Slabbinck, Assistant Superintendent – Human Resources
Culver City Unified School District
4034 Irving Place
Culver City, CA 90232

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The District supports and adheres to a policy of nondiscrimination on the basis of race, color, ethnic group identification, national origin, ancestry, religion, age, marital or parental status, pregnancy, physical or mental disability, medical disability, medical condition, veteran status, genetic information gender, gender identity, gender expression, sex, sexual orientation, or the perception of one or more of such characteristics.