



## George County School District

# PRE-KINDERGARTEN TEACHER JOB DESCRIPTION

### Job Purpose

- The Pre-Kindergarten Teacher is responsible for providing a high-quality, developmentally appropriate educational experience for four-year-old children.
- Serves as the instructional leader of the classroom by implementing the Mississippi Early Learning Standards to promote students' social, emotional, and academic development and ensure readiness for Kindergarten.
- Creates a safe, engaging, and flexible learning environment while collaborating with assistants, families, and stakeholders to support student success.

### Knowledge, Skills, and Abilities

- In-depth knowledge of early childhood development and age-appropriate instructional practices.
- Ability to design and implement developmentally appropriate, play-based lessons integrating literacy, numeracy, science, and social studies.
- Strong classroom leadership skills, including use of positive behavior supports and effective supervision of a teacher assistant.
- Ability to use formal and informal assessments to monitor student progress and differentiate instruction.
- Knowledge of applicable federal and state laws, Mississippi Department of Education (MDE) guidelines, and Mississippi Department of Health (MSDH) requirements.
- Effective communication and collaboration skills for working with students, parents, staff, and community stakeholders.
- Ability to organize, plan, and manage time effectively in a dynamic classroom setting.
- Ability to use computer systems, educational software, and technology to support instruction and documentation.
- Ability to establish and maintain cooperative and professional working relationships.
- Ability to work with diverse student populations, including students with special needs.
- Ability to maintain confidentiality of student and district information.
- Ability to engage in self-evaluation and professional growth.
- Strong decision-making, problem-solving, and stress management skills.

### Minimum Qualifications

- Bachelor's degree in Early Childhood Education, Child Development, or a related field from an accredited institution;  
OR a bachelor's degree in any field with at least twelve (12) credit hours in early childhood education, child development, or an equivalent field;  
OR a bachelor's degree in any field with completion of a state-approved early childhood training program.
- Valid Mississippi Educator License with appropriate endorsement (e.g., 153, 122, 152, 120, or other applicable endorsement).
- Must pass a criminal background check and child abuse registry check as required by Mississippi law.
- CPR and First Aid certification (or willingness to obtain).
- Ability to meet physical requirements, including bending, sitting on the floor, and lifting up to 40 pounds.
- Master's degree and prior teaching experience preferred.

**Duties and Responsibilities**

- Demonstrates prompt and regular attendance.
- Develops and implements lesson plans aligned with Mississippi Early Learning Standards.
- Creates and maintains a developmentally appropriate classroom environment with structured learning centers.
- Provides engaging learning experiences that support students' physical, emotional, social, and intellectual development.
- Uses a variety of instructional strategies, including play-based learning, to introduce foundational academic concepts.
- Conducts ongoing assessments and maintains accurate records of student progress and development.
- Establishes classroom routines and procedures to promote a safe, structured, and positive learning environment.
- Implements effective classroom management strategies using positive guidance and reinforcement.
- Supervises students at all times, including during classroom instruction, meals, rest time, transitions, and outdoor activities.
- Communicates regularly with parents/guardians regarding student progress, development, and classroom activities, including conferences.
- Ensures the classroom, materials, and equipment are clean, safe, and well-maintained.
- Supports and supervises the Teacher Assistant to ensure effective classroom operations.
- Promotes inclusion and provides appropriate support for students with special needs.
- Participates in professional development, staff meetings, and required trainings.
- Travels to district sites and meetings as required.
- Performs other duties as assigned by the principal or superintendent.
- Adhere to the Mississippi Educator Code of Ethics and all district policies and procedures and supports the George County School District Core Beliefs and Mission.

**Reports to:** Building Principal

**Supervises:** Assigned Teacher Assistant (if applicable)

**Terms of Employment:** Contract / 187 Days

**FLSA Status:** Exempt

**DISCLAIMER:** The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to this job.

	Employee's Printed Name
	Employee's Signature
	Date
	Supervisor's Signature
	Date