



**JOB ANNOUNCEMENT**  
**Head Day Care / Pre-School Teacher**  
**(\$12.28 - \$14.93 per hour / 20-29 hours per week)**

**THE POSITION:**

Sunrise Recreation and Park District is accepting applications for Head Day Care/ Pre-School Teacher for one of our licensed Kid's Club Day Care programs.

**ESSENTIAL AND IMPORTANT DUTIES:**

- Opens / Closes day care or preschool center.
- Responds to parent queries relative to program policies, procedures, activities, and fees
- Plan and implement age-appropriate curriculum, events, and recreational activities.
- Provides direct supervision to children in the classroom and on the playground.
- Ensures the safety, security, cleanliness, and orderliness of classroom and playground environments.
- Stimulates student interest while teaching and supervising program activities.
- Provides supervision of the work activities of teaching staff as needed
- Performs related duties as required

**MINIMUM QUALIFICATIONS:**

Knowledge of interests, capabilities, and age-appropriate recreational activities for elementary school-age children. Knowledge of methods of planning and implementing activities for youth. Knowledge of basic first aid, health, hygiene, and safety practices. Knowledge of behavior modification techniques, and appropriate methods of disciplining children. Ability to lead and direct a group of children. Ability to communicate effectively with persons of all ages. Ability to perform all essential duties of job without causing harm to self or others. Ability to operate computer and software applications.

**Education/experience:** To be licensed as a Daycare Center by the State of California, the Head Day Care / Pre-School Teacher must possess all of the following:

- Equivalent to completion of 12<sup>th</sup> grade.
- At least 2 years of work experience in a licensed day care or comparable program.
- Completed 12 ECE units (or 6 ECE units completed and enrollment in at least 3 ECE units per semester until 12 units are completed)

**Licenses/Certifications:** the Head Day Care / Pre-School Teacher must possess or acquire the following:

- Certificate of completion of Pediatric CPR and First Aid Training
- Valid class C California Driver's License and satisfactory driving record.
- Certificate of completion of child health care class is required for licensed day care sites

**Apply to:** Sunrise Recreation and Park District (Attn: Becky Herz)  
7801 Auburn Boulevard  
Citrus Heights, CA 95610  
[bherz@sunriseparks.com](mailto:bherz@sunriseparks.com)

Closing Date: Open Until Filled

Becky Herz Phone: (916) 725-0185 / District Phone: (916) 725-1585 / District Fax: (916) 725-2541

Full Job Description available at Sunrise RPD District Office