
California Heights Parent Participation Nursery School

Somerset Park, 1500 Carson St. Long Beach, CA 90807

chppns.info@gmail.com (General)

chppns@gmail.com (Finance/Treasurer)

562-257-6334 | www.CHPPNS.org



Job Description

About California Heights Parent Participation Nursery School (CHPPNS): CHPPNS is a not for profit preschool, serving the Long Beach area since 1947. The school is situated outside an enclosed area of a park in the California Heights neighborhood of Long Beach. Our organization places strong emphasis on play based learning and is unique in that all parents who have a child that attends, volunteer to serve as an aide to the teacher one school day per week, in addition to holding an assigned job/role within the organization.

The position starts on August 31st for the 2023/2024 school year. There is paid training this spring with the possibility for additional paid summer hours in accordance with preparation.

Due to the nature of our program, specifically that it takes place outdoors, the right person for this job will be flexible and adaptable as it relates to changes or modification of school operation hours and/or last minute schedule or location changes. During days that we are not able to hold school outdoors due to weather, our school relocates the preschool classroom of a nearby church. While we make every effort to avoid it, location and schedule modifications may at times happen with very little notice.

Role Summary: CHPPNS is seeking an energetic, creative, passionate, nurturing and team-oriented teacher/program director to join our team. As the Teacher/ Program Director, and with the assistance of your parent aides, you will be responsible for up to 15 students ages 2.5-5. Work hours are typically M-F 9:00AM-12:30PM from Sept -

June. Teachers will be paid for any time outside of school hours to plan curriculum, create lesson plans and school activities, and attend parent/board meetings.

Compensation: \$22-26/hr depending on experience. This is a part time position not to exceed 25 hours per week during the school year without approval. Paid Holidays and PTO/Sick Pay included.

Primary duties and responsibilities:

- Establish a safe and stimulating environment for children that supports their development, learning, and social-emotional skills.
- Develop, plan, and implement curriculum and lesson plans.
- Develop creative and age appropriate activities based on children's interests.
- Foster a nurturing environment where children can learn empathy, respect for others, communication skills and appreciation for diversity.
- Oversee daily operations of the school, including, but not limited to, park clean-up, school set up, directing parent volunteers, conducting the day's lessons, effectively handling student discipline, cleaning up, discussing any issues with parents, and preparing for the next day.
- Attend board and monthly parent meetings and provide updates, new ideas, and parent education.
- Submit supplies and equipment recommendations and purchase curriculum supplies.
- Build and nurture partnership and community with parents to further the development of each child and the program as a whole.
- Ensure students are following rules and guidelines outlined in the Parent Handbook.
- Participate in student field trips which are held as often as monthly.

Requirements and Qualifications:

Child Development Site Supervisor Permit or Child Development Program Director Permit preferred

- Bachelor's Degree in Early Childhood Education preferred
- 3-5 years experience as a preschool or childcare teacher preferred
- Knowledge and experience working in a play-based program
- A strong background and understanding of social and emotional development in children ages 2.5 - 5 years old
- Demonstrated ability to connect with and inspire children from different backgrounds and developmental levels
- First Aid/CPR certification (or ability to obtain, reimbursed by CHPPNS)
- Negative TB Test
- Child Abuse Mandated Reporter Training Certification Required
- Willingness to undergo fingerprinting and background check, including DMV records. Cost reimbursed by CHPPNS.
- Able to work outdoors in varying weather.
- Able to walk, stand, squat, and sit on the floor throughout the day.
- Able to lift up to 50 pounds.
- Must exhibit strong interpersonal, organizational, and communication skills.
- Attention to detail and ability to adapt in a changing outdoor, public setting.
- Must be enthusiastic with the students and have a positive attitude.

Status: This is an at-will, non-exempt, part time position. The Teacher/ Program Director is expected to work independently with support and oversight by the Executive Board. Performance evaluations will be provided annually by the Chair of Business.

