



Maplewood Richmond Heights School District

7539 Manchester Road
Maplewood, MO 63143
(314)644-4400 Fax: (314)781-3160

Parents as Teacher Educator (Part Time) 2022-2023 School Year

Supervisor: ECC Building Principal

Primary Responsibilities: Work with families in the MRH community to support the developmental needs of their children from birth to young children age five in various areas. These professionals focus their tasks on the needs of a family, helping parents to see that they are a child's primary and most significant teachers. A parent educator plans, coordinates, and teaches in an instructional program that addresses the intellectual, emotional, cultural, social, and physical needs of both parents and children. Parent education seeks to support respectful, reciprocal interactions between parents and their children.

Essential Duties and Responsibilities:

- Provides professional parent instruction and delivery of information to the district families implementing the curriculum provided by the National Parents as Teacher's Center and the local district's expectations.
- Support and enhance parent engaged activities, including play groups, parent group meetings, parent-child field-trips, community events, etc..
- Complete all required data entry required for the PAT program, including financial and state reports
- Participate in professional development activities
- Maintain accurate student records for PAT program
- Complete and submit forms and required reports in a timely manner
Communicate regularly with parents regarding progress and other educational concerns
- Maintains professional relationships with parents, community members, and building administrators
- Support the mission and vision of the MRH School District

Qualifications: Minimum of 60 college credit hours with the ability to obtain Parents As Teacher endorsement required. Early childhood course of study or certification preferred. Demonstrates ability to work with adults and their young children. Ability to sit or stand for prolonged periods. Occasionally requires the ability to stoop, lift and reach. Requires the ability to travel.

Terms of Employment: August through May,; extra work may be required in August and June will be paid on an hourly basis.

Any qualified person who would like to be considered as a candidate for this position should apply online at:

<https://mrhsd.tedk12.com/hire/index.aspx>

“Notice of Non-Discrimination”

The Maplewood Richmond Heights School District is committed to maintaining an educational and workplace environment that is free from discrimination, harassment, and retaliation in admission or access to, or treatment or employment in, its programs, services, activities and facilities. The District is committed to providing equal opportunity in all areas of education, recruiting, hiring, retention, promotion and contracted service. In its programs and activities, the District does not discriminate on the basis of race, color, national origin, ancestry, religion, sex, disability, age, genetic information, or any other characteristic protected by law and as required as required by Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975 and Title II of the Americans with Disabilities Act of 1990. In addition, the District provides equal access to the Boy Scouts of America and other designated youth groups. Further, no person shall be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination based on the above listed characteristics under a school nutrition program for which the District receives federal financial assistance from the U.S. Department of Agriculture (USDA Food and Nutrition Service). The following person is designated and authorized as the District’s Non-Discrimination and Title IX Coordinator to coordinate compliance with the laws identified above, including to handle inquiries or complaints regarding the District’s non-discrimination policies:

Roxanna Mechem, Assistant Superintendent
7539 Manchester Rd, Maplewood, MO 63143
314-644-4400
Roxanna.mechem@mrhschools.net

For information regarding how to report or file a claim of discrimination, harassment, or retaliation, see Board of Education Policy AC. Policy and Regulation AC shall govern the grievance procedures, process, and response for complaints and concerns by parents, patrons, employees, or students of the District related to discrimination, harassment, or retaliation on the basis of race, color, national origin, ancestry, religion, sex, disability, age, genetic information, or any other characteristic protected by law. Inquiries or concerns regarding civil rights compliance by school districts should be directed to the local school district’s Non-Discrimination and Title IX Coordinator. Inquiries and complaints may also be directed to the Kansas City Office, Office for Civil Rights, US Department of Education, 8930 Ward Parkway, Suite 2037, Kansas City, MO 64114; (816) 268-0550; TDD (877) 521-2172.

Posted: 06/13/2022

** MRH School District reserves the right to close any Job Posting when a suitable applicant has been found before the deadline date.