



Preschool Teacher Job Description

The preschool teacher will have experience and be skilled in teaching various subjects.

Spiritual Qualities

- Acknowledge Christ as Savior and seek to live life as His disciple
- Believe the Bible to be the inspired, the only infallible, authoritative, inerrant Word of God-our standard for faith and practice
- Believe and actively support the school's statement of faith
- Be a Christian role model in attitude, speech, and actions towards others
- Actively participate in a local Bible-believing church
- Motivate students to accept God's gift of salvation and be a Christian witness and role model to them to help them grow in their faith

Professional Qualities

- 90-hour Child Care Certification
- Hold an associate's degree in early childhood education
- Maintain current infant CPR and first aid certification.
- Demonstrate technology skills in Microsoft Office and Google Suite

Educational Qualities

- Teach classes as assigned, following the prescribed scope and sequence as scheduled by the administration
- Integrate biblical principles and the Christian worldview throughout the curriculum and activities
- Employ a variety of instructional aids, methods, and materials that will provide for creative teaching to reach the whole child-spiritual, cognitive, physical, social, and emotional
- Maintain regular and accurate records to meet the demands for a comprehensive knowledge of each student's progress
- Provide an environment conducive to learning by keeping proper discipline in the classroom and other areas of the campus
- Know the procedures for dealing with emergency situations in the classroom and program
- Conduct required emergency safety drills in coordination with the program leadership
- Provide an effective classroom management system

Professional Leadership:

- Attend morning devotions, staff meetings, and training programs as deemed necessary by the preschool director
- Attend parent Open Houses and other special events
Lead indoor and outdoor activities that are planned by the preschool teacher
- Supervise the play area, and guide children into safe play activities
- Respond promptly to parent complaints and parent requests for help with information.

- Participate in formal and informal parent-teacher conferences.
- Participate in continuous professional development through professional reading, college coursework, in-services, workshops, and training

Other Responsibilities

- Lead in maintaining a clean, attractive, and well-ordered classroom
- Perform routine first aid and seek assistance for non-routine illnesses and injuries
- Lead the end-of-year school closing process, such as the organizing of materials and supplies, inventory of equipment and supplies, and upkeep of equipment
- Perform other duties as assigned by the Administration

Physical Demands

- The school is a multi-level facility, which requires the teacher to negotiate flights of stairs regularly and walk around the buildings and grounds for supervision.
- Must be able to sit or stand for extended periods, have the dexterity of hands and fingers to operate office equipment, and lift at least 25- 50 pounds
- On occasion, the teacher must be able to work longer hours than a typical day for events such as back--school night, parent-teacher conferences, team meetings, open houses, graduation or other meetings/ functions in the evening.