

Bridges Community Church



Job Title: Teacher

Position Overview

This position reports to the Director. The Teacher co-leads with fellow teachers in reaching the goals of the school to fulfill its mission of partnering with families to provide Christ-centered experiences that will foster and encourage preschoolers to succeed in kindergarten and in life. This is done by surrounding each child with love, security, consistency, and respect through personal relationships with the children and through consideration of children's developmental levels/needs in classroom preparation. Teachers also assist the Director in ways to provide a safe, supportive and happy place for each child to explore and grow physically, mentally, emotionally, socially, and spiritually.

Essential Job Functions

CLASS

- Create an environment where each child is respected, accepted, and comforted regardless of the child's behavior.
- Plan and lead activities designed to promote physical, mental, emotional, social and spiritual needs of the children, such as games, arts and crafts, music, storytelling that will include both secular and Christian materials such as Bible stories and memory Bible verses.
- Keep classroom neat and clean.
- Supervise art/science areas and various other classroom centers, interacting and engaging with the children as they take part in various activities.
- Oversee classroom routines like snack time, lunch time, and nap time.
- Plan weekly/monthly lesson that follow the approved curriculum calendar and readiness plan, and submit them to the director. Ensure that activities are hands-on and age-appropriate.
- Be familiar with school's safety rules and emergency procedures.
- Integrate special needs children in a positive and respectful manner.

CHILDREN

- Supervise children at all times ensuring their safety, well-being and development.
 - Never leave children unattended or unsupervised.
 - If safety concerns do emerge, immediately inform the appropriate person involved (privately).
- Teach and maintain the safety rules (being constantly aware of potential accidents, and taking the steps to avoid them).
- Establish and enforce rules of children's behaviors in the classroom.
- Greet each child as they arrive.
- Encourage children in their personal growth and learning through personal and caring relationships with them.
- Discipline children using positive language and appropriate consequences.
- Observe children and track children's progress.
- Be a Christian role model.

PARENTS

- Greet parents as they arrive.
- Ensure parents sign children in when dropping them off, and sign children out when they are picking them up.
- Communicate with parents regularly regarding their child's progress and development.
- Plan and execute teacher/parent conferences.

OTHER

- Oversee the teaching of the planned monthly curriculum ensuring that it is age-appropriate.
- Oversee the art/science activities ensuring that they are open-ended and child-directed.
- Oversee the readiness small groups and documentation of children's progress.
- Work with the Director to create a behavior modification plan if the need arises.
- Communicate any concerns to the Director in a timely manner.
- Attend all staff meetings. Plan for and initiate discussion of class issues.
- Pray with teachers/staff and lead Bible devotionals when assigned.
- Participate in school special events including Christmas and Promotion programs.
- Engage in further training at least once annually.

Requirements

BASIC REQUIREMENTS

- Agree with the Bridges Community Church's Statement of Faith and Positional Papers.
- Personal faith in Christ as Lord and Savior and active member of a Christian church.
- Pass State required background check through Live Scan Fingerprinting and Child Abuse Index Check.
- Submit all State required forms including Physician form and T.B. test results.

MINIMUM EXPERIENCE, EDUCATION, CERTIFICATIONS, ABILITIES

- Meet requirements educationally for a Fully Qualified Teacher.
 - Minimum of 12 core semester units in Early Childhood Education, including units in Child-Family and Community, and Curriculum (with a C or better grade).
 - Minimum of 6 month experience in a licensed child care center or comparable group child care program.
- Good understanding of a child's growth and development.
- CPR certified and possession of a current pediatric first aid card.
- Ability to take ownership of responsibilities.
- Ability to keep confidentiality in school matters.
- Ability to maintain a calm demeanor and make responsible decisions in the midst of the stress that is associated with supervising young children.
- Ability to share ideas and helping hands to better the classroom and the school.
- Ability to guide children into acceptable behavior avoiding discipline problems, and help them to build self-esteem.
- Ability to deal with conflict in a calm and honest manner facilitating resolution.

PHYSICAL REQUIREMENTS

The Teacher must be able to regularly perform physical activities such as but not limited to:

- Visual acuity and manual dexterity sufficient to operate standard office equipment.
- Lift and move 20 lbs. from the floor to a waist-high table when necessary.
- Stand and walk short distances frequently on a daily basis.
- Regularly sit, bend, twist, push and pull.

- Crouch to child's level, maintain eye contact, sit on floor and stand tall enough to reach children on the highest piece of equipment.

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.

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