

TEACHER'S ASSISTANT JOB DESCRIPTION

Teacher's Assistant

Full Job Description

About Lifehouse Preschool:

Lifehouse Preschool is a ministry of Lifehouse Church. We are committed to building a nurturing and joyful community where young children grow in faith, love, and learning. Guided by Christian principles, we partner with families to lay a strong spiritual and educational foundation, inspiring each child to discover their God-given purpose and to walk confidently in His truth and grace. We believe that each child is a unique gift from God created with his or her own learning style and pace. Our goal is to provide an environment where children can grow physically, socially, emotionally, and intellectually according to their individual abilities, while also building a strong foundational understanding of the Christian faith.

Position Description:

Lifehouse Preschool is seeking a Teacher's Assistant to help with ages 3-5 years old. The Teacher Assistant plays a vital role in supporting Lead Teachers in providing a safe, nurturing, and stimulating learning environment. This position requires a passionate and dedicated individual who is committed to fostering the social, emotional, cognitive, and physical development of preschoolers.

Essential Duties and Responsibilities:

- Assist the Lead Teacher in implementing the daily curriculum and lesson plans.
- Help prepare and organize classroom materials, supplies, and learning centers, ensuring a well maintained environment.
- Help facilitate small group activities and individual instruction as directed by the Lead Teacher, providing support and guidance to children.
- Assist in implementing and supervising classroom routines, including transitions, snacktimes, and outdoor play, ensuring a smooth and orderly classroom environment.
- Communicate effectively with the Lead Teacher, sharing observations of children's progress, behavior, and needs.
- Maintain accurate records of children's attendance, participation, and progress.
- Collaborate with other teachers, support staff, parents and administrators to ensure a cohesive and supportive learning environment for all children. This involves participating in team meetings, sharing information about student progress, and communicating effectively with parents about their child's behavior, development, and learning.
- Support Lead Teacher in implementing classroom management strategies, promoting positive behavior and appropriate social interactions.

- Ensure the safety and well-being of children at all times. This includes implementing safety protocols, supervising children during classroom activities and outdoor play and ensuring a secure and healthy learning environment.
- Participate in ongoing professional development activities to stay updated on best practices in early childhood education, curriculum trends, and child development.
- Perform other duties as assigned by the Lead Teacher or Preschool Director to support the overall functioning of the preschool program.
- Must maintain a professional self image and project the values of Lifehouse Church at all times, including your social media presence, understanding that this is a ministry outreach of Lifehouse Church.

Education, Experience and Requirements:

- Must be 18 years of age
- Have a high school diploma or equivalent education
- Prior experience working with young children in a preschool or childcare setting is preferred.
- Current Pediatric CPR and First Aid Certification, or be willing to get certified prior to starting the position.
- Submit to fingerprinting/background check
- Child Development Associate (CDA) is a plus.
- Must be able to lift and carry up to 30 pounds, and be able to bend, stoop, and kneel to interact with children at their level.

Hours:

- Part-time
- Monday-Thursday
- Average 16-20 hours a week

Signature: _____ Date: _____

Director: _____ Date: _____