

FOOTHILL CHRISTIAN SCHOOL
Position: Chess Club Instructor

OVERVIEW:

Foothill Church exists to glorify God by leading people into a growing relationship with Jesus Christ, rooted in the gospel. This is our mission, and it is carried out through various ministries requiring people with different gifts and abilities. Foothill Christian School is a vibrant ministry of the church and is committed to providing a rigorous academic program in a God-honoring environment that is designed to build character, develop potential and transform lives.

ROLE SUMMARY:

The Chess Club Instructor is responsible for advising and overseeing the activities of the after school chess team. The chess team is open to any academically qualified student in grades K-8.

The Chess Club Instructor reports directly to the Vice Principal and is amenable to the administration team.

QUALIFICATIONS:

- Must be a believer in Christ and an active member of a local church. (A church verification form must be completed by a pastor.
- As a Christian role model, he/she must demonstrate a lifestyle that reflects the moral and spiritual standards outlined in the Bible.
- All employees must sign FCS's Code of Ethics statement and Foothill Church's Articles of Faith.
- Reflects their relationship with Jesus Christ by being a person of high character and consistently acts with clear values and beliefs.
- Great interpersonal skills to build relationships with parents and student

GIFTS AND ABILITIES:

- Mature faith in Jesus Christ, regularly participating in the life of the church.
- Detail-Oriented and organized.
- Trustworthy, discreet, and diplomatic.
- Self-starter and disciplined to work in an unsupervised environment.
- Adaptable to changes in roles and responsibilities.
- Demonstrable experience in creative, forward-thinking, and problem-solving environments.
- Humble and teachable.

KNOWLEDGE, SKILLS & DEMANDS:

Skills

- Perform duties with minimum supervision.
- Prioritize the supervision, care, safety and health of all students while in our care.
- Administer all school rules and regulations.
- Maintain organizational guidelines and biblical integrity when interacting with students.
- Ability to communicate effectively both verbally and in writing

Relationship Building

- Demonstrate ability and discretion when handling student behavioral concerns
- Develop a positive relationship with staff, parents and students.
- Provide fun activities, games and exercises for students' enjoyment.
- Perform other duties and responsibilities as requested by school leadership.

Mental Demands

- Understand verbal and written instructions.

- Work cooperatively with others.
- Follow directions.
- Problem solve quickly, without showing stress.

Physical Demands

- Stand for long periods of time.

Environment

- Work well with others and share resources.
- Work in a fast-paced environment.
- Maintains safe and clean work conditions in the areas assigned.

Technologies

- Able to use a computer; accessing email
- Proficient with Microsoft Excel, Word, and Google Suite.

SPECIFIC DUTIES & RESPONSIBILITIES:

- Plan, prepare, and deliver dynamic lessons for students of varying levels of experience.
- Promoting and stimulating interest and participation in chess activities
- Encourage students to become better chess players by learning strategies and taking on challenges
- Create plans for chess instruction, organizing games, and local tournaments
- Establish team goals. Promote and monitor these goals to keep the team on task.
- Provide oversight for students during chess club matches
- Organize intra-school competitions
- Ensure that program areas are neat and clean, and that equipment and supplies are managed appropriately.
- Identifying and resolving conflict between participants.

SHARED VALUES:

- **“I can do that.”** We will do whatever it takes to advance the mission of Foothill Church. Nothing is beneath us. Our loyalty is the mission of Foothill Church, not a job description.
- **“Make it better.”** We are committed to a culture of improvement. We will never arrive. There’s always something we can do better, and we will constantly look for those minor tweaks and major improvements.
- **“Make it happen.”** We will take all the time necessary to make a good decision...and no more. We will err on the side of forward movement, and when a decision is made we will make it happen. We value doing over dreaming.
- **“Work should be fun.”** We take God seriously, but not ourselves. We laugh at work and often laugh at ourselves. We will create space and seize opportunities to have fun as a staff.
- **“Keep it simple.”** We will fight the urge to create more complexity. We will say “No” unless we’re presented with a golden opportunity or notice a fatal flaw.

Position Type: Part Time, Non-Exempt Employee

Employment: Seasonal

Hours of Work: Approximately 8-10 hours per week

Time Off: Paid sick

Benefits: Not eligible

Pay: \$15.50-\$18 an hour (Compensation based upon education, certifications and experience.)