

Foothill Christian Preschool
Full-time Support Teacher/Classroom Aide

OVERVIEW:

The primary goal of the Support Teacher is to assist the teachers with the development and safety of the children in their classroom. The support teacher will keep the room clean and organized, assist with potty training and substitute when needed. FCP is a place where children can Learn, Explore & Grow in a nurturing and safe environment that honors Christ.

ROLE SUMMARY:

Early childhood educators and assistants lead children in activities to stimulate and develop their intellectual, spiritual, physical and emotional growth and ensure their security and well-being. It is important to remember that students and families first love their teacher, then their teacher's God! Each employee has been selected for their position because of special qualities, talents, skills, and their spiritual walk with Christ, which is needed to make up a well-balanced ministry team the administration, faculty and support staff of this preschool.

QUALIFICATIONS:

Preschool Staff must be believers in Christ and active members 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

Minimum requirement is 12 units in Early Childhood and experience preferred. Physical, TB, Fingerprint clearance & updated shots

RESPONSIBILITIES:

Leadership:

- Work to advance the cooperation and mutual support between the school and church

- Attends all school functions

- Maintain consistent and effective communications with parents

Qualities:

- Seeks to understand pupils (i.e. - learning styles, emotional needs, approved accommodations and modifications).

- Searches for ways to differentiate learning, and for ways of motivating students to excel.

- Provides experiences which will promote spiritual, physical, social and the academic growth of every child.

- Participates in a professional development program that includes schoolwide initiatives, individual goals, attending workshops, continuing education, professional conferences.

Classroom Organization:

- Monitors and enforces the school dress code policy

- Maintains a stimulating learning environment by organizing classroom activities to ensure that work of individuals and groups is orderly and effective

- Implements effective behavior and classroom management systems utilizing consistent and proactive discipline.

- Keeps classroom clean and organized, sets up, supervises and cleans up activities. Assists with watching children during nap time, morning and afternoon activities and sets up lunch & snacks. Performs chapels when scheduled.

- Perform other related duties as assigned by the teacher and or director.

Curriculum and Instruction:

- Follows and implements our Bible curriculum ACSI and Frog Street Curriculum

Miscellaneous:

- CPR and mandating reporting certificate (renewed every two years)

- Fully aware of (and abides by) FCP emergency procedures, the Employee Safety Program, and observe all safety standards.

REPORTING:

Reports directly to the Preschool Director & Supervisor

Position Type: Regular, Full-Time, Non-Exempt, Support Staff

Work Schedule: Twelve-months. 8:30am-5:30pm (Typical schedule) May vary depending on role.

Time Off: Paid sick leave, vacation, and holidays

Benefits: Medical, Dental, Vision, Retirement, Disability, Life Insurance and Tuition discount for Foothill Christian School and Preschool

Pay: \$15.50 - \$17.50 per hour for preschool support staff new to FCP. (Initial salary depends upon qualifications, education, ECE units and experience.)