



ARDMORE

PRESBYTERIAN CHURCH

Position Title: Preschool Teacher, Ardmore Presbyterian Weekday Preschool

Employment Type: Part-Time (3 days per week, 10.5 hours)

A Preschool Teacher, or Early Childhood Teacher, is a childcare professional who takes care of and educates students from two to five years old. Their main duties include teaching children about basic academic fundamentals, helping children build their social skills, and keeping the classroom clean and safe for all students. This candidate is dependable, caring, team-oriented, communicates effectively, follows a set curriculum, and most importantly loves working with children.

PRIMARY RESPONSIBILITIES

- Provide tools and resources for children to use and explore during learning and play activities
- Set up and organize an age-appropriate classroom
- Develop and deliver interactive programs designed to engage and educate young children
- Adapt teaching methods and materials to meet the interests and learning styles of children
- Develop and maintain positive relationships with children, parents and colleagues
- Manage classroom activities including lessons, play, breaks, and meals
- Communicate with the parents via weekly emails to include activities of the current week and what is anticipated for the following week. Pictures of all students are encouraged to accompany this weekly email
- Establish and enforce rules of behavior for children in the classrooms
- Prepare for and attend back-to-school night and parent-teacher conferences
- Attend monthly staff meetings
- Proficient knowledge of the Parent Handbook
- Attend parent group activities
- Adhere to the Guidelines in the Employees Handbook for Ardmore Presbyterian Church

REQUIRED QUALIFICATIONS:

- Bachelor's degree in early childhood education or related field and/or related childcare experience
- Faithful follower of Jesus Christ
- Love working with preschool-aged children, must have patience, and compassion suitable for working with young children
- Ability to lift 40 pounds, mobile and capable to move quickly toward children
- Submission of COVID-19 vaccination card, submission of Tuberculosis Mantoux screening upon hire
- A current Criminal Background Check, Child Abuse Clearance, and FBI Federal Criminal History Record on File

Salary commensurate with experience and higher education levels. Ranging from \$17/hour-\$25/hour.

How to apply: Email your resume and cover letter to shirleyfishburneapc@gmail.com