Pleasant Valley Baptist Church

[www.pleasantvalley.org](http://www.pleasantvalley.org/)

**Pleasant Valley Baptist Church Job Description**

**Position:** KCLC – Preschool Teacher

**Reports to:** Director of Kids Connection Learning Center

**Status:** Part-time

**Classification:** Non-exempt

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**Description Summary**

The KCLC Preschool Teacher along with their co-teacher oversees, plans and implements classroom activities to provide a safe and loving learning environment for their students which will connect them with Jesus and friends. They also engage the parents in biblical upbringing of their children. The KCLC Preschool Teacher reports directly to the Director of KCLC. KCLC teachers’ positions are part time Tuesdays and Thursdays during the school year. Typical hours are 9:10am-3:10pm. A few positions will include Wednesdays 9:00am-1:00pm.

**Job Responsibilities**

1. Classroom
   1. Responsible for encouraging academic and spiritual growth in children in classroom.
   2. Work with children and parents to ensure that age level objectives are being met.
   3. Plan day-to-day classroom lessons and activities that fit into the overall program and resources of KCLC.
   4. Coordinate with co-teacher on all classroom activities.
   5. Provide regular written and oral communication to parents.
2. Personal Development
   1. Attends all staff meetings, training and development opportunities as directed.
   2. Take steps to continue to develop skills and knowledge with regard to the current and/or best in resources, information, trends and innovations within the arena of children ministry by listening to tapes, reading books, periodicals and attending approved conferences.

**Qualifications / Job Skills**

1. Evidence of a relationship with Christ.
2. Sense of calling to the position.
3. Maintains adequate physical and mental health for performing job functions. Must be able to physically perform all job duties of caring for children.
4. People-oriented and independently motivated.
5. Ability to teach and nurture classroom of students.
6. Sensitive to cultural changes, seeking to minister to children in biblically faithful and culturally relevant ways.
7. Desire to develop skills and knowledge.
8. Flexibility and embracing adaptation to growth, change, innovation and creativity.
9. Chemistry that will work well with co-teacher, KCLC Director and staff.
10. Member of a local church and possesses loyalty to the mission, vision and leadership of PVBC.

**Experience and Education**

**Education Requirements:**

* **Required –** A high school diploma or equivalent
* **Preferred** – Bachelor of Arts or Science Degree in Education or Early Childhood Education

**Experience Requirements:**

* Two years of experience in working with children in an educational and/or child care setting
* Previous success in teaching environment

Signature:

Date: