

## POSITION DESCRIPTION EARLY CHILDHOOD CENTER TEACHER

**HOURS:** Part Time (24 Hours/Week Monday - Friday) Non Exempt  
**SALARY:** Based on experience  
**REPORTS TO:** ECC Administrator

The Early Childhood teachers are responsible for the general supervision and management of ten children between the ages of 3 and 5 years. (with the exception of infants, toddlers being 4 children, and 2 year olds being 8 children to one teacher.) The teachers have direct daily contact with the children and their families. The teacher plans and facilitates the daily routine and activities of the students. He/She must be able to assess each child's development, plan activities to enhance the development of each child and communicate to the family. The Early childhood teacher will represent the school ministry through a Christian lifestyle, a respect for confidentiality, and a devotion to the goals and objectives of Timothy Lutheran Church and School.

### Qualifications:

#### **Personal-**

1. Reflect and commit to the school's Mission and Philosophy, its Statement of Faith and overall ministry and well-being of Timothy Lutheran Church and School.
2. Be a member in good standing at Timothy Lutheran Church, or another Christ-Centered (John 14:6) Christian Church with teachers we have salvation by the grace of God alone. (Eph 2:8-10)
3. Present a pleasant, friendly, and open mannerism, relating well to both children and adults.
4. Be sensitive to the needs of others, care about the feelings of others, and be tactful and courteous, showing respect for others at all times.
5. Be an effective communicator, a team player.
6. Demonstrate organizational skill.
7. Show the ability to take initiative in completing necessary tasks.
8. Practice neat and clean patterns of hygiene and dress.

#### **Professional-**

1. Enjoy children and be willing to learn and apply new found knowledge in the field of Early Education into practice.
2. Be knowledgeable of the growth and development of a preschool child.
3. Work diligently without immediate supervision.
4. Follow directions; be self-reliant and have strong problem solving skills.