

# EARLY-LEARNING TEACHER

Job Title: Early-Learning Teacher  
Department: Marriner Christian Academy  
Reports to: Director of Marriner Christian Academy  
FLSA Status: Non-Exempt/Full-Time and Part-Time Summer Opportunities Available  
Prepared Date: September 2007  
Revised Date: Not Applicable  
Approved by: Senior Pastor  
Approved Date: September 2007  
Office Hours: Hours vary based on status of the position

**SUMMARY:** To provide a stimulating, safe, and developmentally appropriate educational environment where preschool children have the opportunity to develop cognitive, social, emotional, physical, and spiritual skills. To provide daily lesson plans with stated behavioral objectives.

**PERSONALITY TRAITS:** Stable, Mature Christian, Dependable, Loyal, Discreet, Friendly, Professional, Neat, Servant Spirit with a passion for excellence in educational instruction and for children ages 2-5.

## ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Plans and implements curriculum driven lessons for preschool children.
- Provides activities and opportunities that encourage curiosity, exploration, and problem solving appropriate to the developmental levels and learning styles of children.
- Plans and prepares classroom setting; ensures safety in the classroom; supervises children in the classroom; provides a supportive environment in which children can learn and practice appropriate and acceptable individual and group behaviors.
- Completes accurate daily attendance reports.
- Demonstrates knowledge of subject matter.
- Presents content clearly and accurately.
- Uses a variety of strategies and/or modeling techniques.
- Utilizes current information and materials.
- Uses time management techniques.
- Demonstrates established routines and procedures.
- Maintains an atmosphere of respect, trust, and courtesy.
- Uses assertive discipline.
- Participates in professional meetings.
- Demonstrates punctuality.
- Adheres to policies/procedures of Marriner Christian Academy.
- Demonstrates a responsibility for professional growth by seeking continuing education.

## KNOWLEDGE & EXPERIENCE:

- Must be a Christian and active in a Bible teaching church.
- Must hold a bachelor's degree preferably in early childhood, child development, or child psychology from an accredited college or university.
- Requires 2 years experience including hands-on in a nursery school, kindergarten, licensed day care center, or elementary school.
- Must be able to communicate effectively with young children, co-workers, parents, and the public.
- Must possess critical and creative thinking skills and must have classroom management skills.

**CONDITIONS OF EMPLOYMENT:** Successful candidate must submit a pre-employment Staff Health Report; must pass a pre-employment criminal background check.