

Good Hope Christian Preschool has a part time Teacher's Assistant position available. We are seeking loving and compassionate individuals who want to make a difference in the life of a child. We want caring and energetic people who can express their love and the love that Christ has for all of his children.

- Applicants will be responsible for complying with all child health and safety licensing requirements. Education and experience is preferred, but not required.
- Normal hours for this position are 8:00am-11:30am, Monday through Friday.
- Start date would be **Monday, August 23, 2021.**
- Please pick up an application at Good Hope Lutheran Church, 129 West Charles St., Bucyrus, OH 44820 or click on the **Assistant Teacher Application**. Please turn in your application and other required information to the church office by **12:00pm on Friday, July 2, 2021.**

ASSISTANT TEACHER'S JOB DESCRIPTION

The relationship between two teachers in a classroom is an extremely important one. Both must be supportive of the efforts of the other and communicate plans, thoughts, ideas, and problems with each other. The love of God, the love of preschool children, flexibility, and positive communication are all prerequisites for teaching in Good Hope's Christian Preschool.

RESPONSIBILITIES AND DUTIES OF THE PRESCHOOL ASSISTANT TEACHER:

1. Be supportive of your co-teacher.
2. Interact with children and parents in a positive caring manner.
3. Arrive in the classroom 30 minutes prior to the arrival of the children.
4. Help get the room ready for the children (put out paint, supplies, etc.).
5. Help greet children and help with coats, etc.
6. Help with limit setting and facilitate problem solving with children.
7. Help maintain health and safety standards.
8. Help with preparation for the day (if requested).
9. Serve as lead teacher if lead teacher is absent...in case of an emergency.
10. Help evaluate children with the lead teacher.
11. Attend staff meetings and workshops.
12. Take the required 6 hours per year of professional development in early childhood related areas.
13. Complete a criminal records check prior to the first day of employment and every five years thereafter.
14. Become trained in first aid, communicable diseases, CPR and child abuse prevention.
15. Help get the room ready for opening in fall and closing in spring.
16. Keep all information concerning parents, students, and staff confidential.
17. Provide a quality Christian education.
18. Directly share God's word with the children.
19. Know that the love you have to give comes from Jesus and is to be shared with everyone in the school family.
20. Continue personal faith growth through worship.
21. Attendance at Fall Parent Orientation, Christmas Program, Thank You Sunday, Spring Program, and Spring Registration Day, is mandatory unless excused by Preschool Director and Preschool Board President.