

Full job description

Co-teacher - Part-time

Reports to: Preschool Director

Benefits:

- Employee discount on preschool tuition
- Paid holidays/time off
- Professional development assistance

Start Date: August 2024

Location: In person

Status: Part-time

Closing date: Open until filled

Schedule: Monday-Friday (15-25 hrs - weekly average)

Salary: \$15-16 per hour

Number of hires available: 2-3

Are you interested in a faith-based early childhood teaching opportunity? Do you want to foster the growth and confidence of children daily?

St. John Christian Preschool has been serving children and families for 30+ years in a beautiful setting near Lindenwood Park. We are eager to find an individual interested in helping children discover their unique God-given abilities!

Program structure

We are looking for an energetic and friendly individual who enjoys interacting and engaging with children ages 3-5. We are hiring someone to assist in the everyday operations of our preschool classroom. Our preschool hours will be Monday-Friday (7:30 am-4:30 pm). We are currently seeking a co-teacher for the morning and/or afternoon hours of our classroom. Candidate must show basic early childhood development understanding and ability to multi-task and manage a classroom of 16-22 three to five year olds.

Hours are negotiable.

Job Summary

This position will help manage the St. John preschool classroom, assist fellow co-teachers and the director with classroom activities, and aid in the preparation of weekly lesson plans.

Duties and responsibilities

Assist the Lead Teacher and Director with the following:

- Care for children's basic needs.

- Facilitate lesson plans, gross/fine motor skill activities, and imaginative play.
- Teach basic Kindergarten readiness skills (dressing, sitting quietly, standing in line, etc.)
- Provide necessary resources for children to explore and learn.
- Establish and maintain rules for the classroom.
- Uphold the standards of the Nurtured Heart Approach.
- Read books to large or small classroom numbers.
- Organize and execute activities intended to grow physical, mental, and social development for each age between 3-5 years.
- Enforce all standards and policies put in place here at St. John Preschool.
- Serve meals and/or snacks following required nutritional guidelines.
- Prepare necessary materials and resources for weekly lesson plans.
- Supervise children outside and in the classroom. Ensure their safety and well-being at all times.
- Tidy and clean indoor and outdoor spaces to facilitate a safe and productive preschool environment.
- Communicate with fellow teachers daily to stay connected on everyday classroom needs.
- Other duties as required.

Qualifications

- Education
 - High School Diploma or GED (required)
- Experience
 - At least one year of experience in an early childhood setting.
- Skills
 - Basic understanding of early childhood development
 - Classroom management
 - Patience, love, and positive energy when caring for children
- Abilities
 - Ability to connect and engage with children.
 - Ability to communicate with other preschool staff.
 - Ability to relate positively to young children, parents, and fellow staff.
- Other personal characteristics
 - Friendly, flexible, calm

Physical Capabilities

- Be able to walk, squat/kneel, sit on the floor, see, hear, and speak with children to ensure children's health and safety.

Other:

- Criminal Background Check
- Drivers Check
- Annual training hours (13 hours) - *provided*
- Completion of Basic Child Care Class “Getting Started” - *provided*
- Nurtured Heart Approach training - *provided*

License/Certification:

- CPR certification - *provided*
- Child Development Associate Certification (preferred)

Teacher training:

- Mandated reporter

How to apply: Please send a resume and cover letter to psdirector@stjohnfargo.com.