



NORTHWOOD CHRISTIAN CHURCH

Job Title: Preschool Teacher Aide

Reports To: Preschool Director

Position Status: Part-time, Non Exempt, Hourly

Position Overview:

Northwood Christian Preschool is a safe, fun place where young children can learn, make friendships, take chances, and discover God's grace. Children are told they are valued, loved, important, forgiven and free. Teacher Aide will demonstrate a Godly character and have a desire to share their faith with others while positively encouraging our students as they develop the skills which will promote them to the next level of learning.

Basic Qualifications & Expectations:

- Demonstrate a personal relationship with Jesus Christ
- Knowledgeable of early childhood development, creative curriculum, & positive discipline
- Ability to lift 50 lbs., stand for 4 hours, sit, kneel, and squat with ease
- Desire to grow as a teacher

Job Responsibilities & Duties:

- Communicate effectively and build positive professional relationships with staff
- Collaborate with teacher and director to help develop curriculum
- Prep/Clean classroom before/after daily activities
- Document with pictures/stories what children are learning
- Build positive, professional relationships with families
- Lead small group activities
- Perform other duties as requested by the Lead Teacher or Director

Knowledge & Skills Needed:

- Strong communication skills both in person and in writing
- Organizational skills with attention to detail
- Creative and innovative
- Friendly, patient, flexible and prompt

Education/Experience/Certification:

- Minimum 1 year of experience working with preschool age children
- CPR/First Aid certification
- Course completion for Recognizing and Reporting Child Abuse and Neglect
- Food Handlers card