



Job Title: Preschool Teaching Assistant

Department: The First Academy Preschool
<https://thefirstacademy.org/academics/preschool/>

Reports to: Preschool Principal

Job Summary: The Preschool teaching assistant will be a Christian who provides a loving and developmentally appropriate learning environment, consistent with the “purposeful play” curriculum to support student success academically, emotionally, spiritually and physically for primary school and beyond, consistent with The First Academy philosophies, vision and mission statement. This is a hourly position.

Credentials:

- Demonstrate the ability and expertise to be an effective *Living Curriculum* teacher which means he/she is mature and growing, happy and healthy, humble and trustworthy, nurturing, relationship builder, parent partner, quality instructor, and motivator. For more detail click [HERE](#)
- Experience and passion working with Preschool age children and/or in Early Childhood Education field
- 45 hour state mandated training preferred (can fulfill within first year)
- CPR certification preferred

Essential Job Functions:

- Genuine love for working with children ages 8 weeks to 3 years old.
- Creative, problem solving skills, multi-tasker, and team player in a Preschool setting.
- Assist in preparing developmentally appropriate weekly lesson plans including thematic units, growth objectives (fine and gross motor skills), planned activities, Biblical integration, assessments and resources, and learning centers with “purposeful play.”
- Assist in planning, preparing, and delivering lesson plans and instructional materials in a manner that facilitates active learning, effectively utilizing the basic elements of instruction for Preschool aged children.
- Demonstrate the spiritual maturity, academic ability, and personal leadership qualities to support and inspire student learning, including the understanding of the knowledge and characteristics of the Preschool ages.
- Assist in effectively managing classroom and behavior procedures to provide a positive classroom environment conducive to learning, including modeling effective teacher/parental partnering through timely communication with parents in support of student growth.
- Creativity in providing a warm, nurturing learning environment in a shared church

- facility. with weekly set-up and breakdown of materials,
- Actively participate in extracurricular activities in support of school initiatives,

Required Qualifications and Experience:

- Evidence a mature personal Christian faith consistent with the First Academy Statement of Faith including being a born again Christian, active Church member, exhibiting a close personal walk with Jesus Christ: modeling an exemplary Biblical lifestyle and evidencing maturity in the understanding and integration of sound Biblical principles in classroom instruction and personal counseling.
- Demonstrate an understanding of and a commitment to the distinctive qualities of Christian education.
- Feels called by God to the Preschool profession .
- Present a positive image of the school to others and to the community.
- Recognize and assist parents to have primary responsibility before God for their children’s education.
- Ability to maintain an appropriate work/life balance.
- Demonstrate strong problem solving and conflict resolution skills, incorporating the appropriate level of diplomacy and tact.
- Possess solid communication skills, both written and verbal, strong organizational skills, ability to finish tasks in a timely manner and effectively partner and collaborate with others.
- Ability to maintain confidentiality pertaining to school/student matters.
- Experienced with using technology; Apple products preferred.
- Embrace being a lifelong learner and ongoing development of professional skill set.

Physical Requirements:

	None	up to 1/3 (occasional)	1/3 to 2/3 (frequently)	2/3 and more (regularly)
Standing for prolonged periods				X
Sitting for prolonged periods				X
Talking				X
Hearing audible alarms, voice commands with background noise				X
Use of hands and fingers to grip, pinch, handle or feel objects, tools or controls				X
Climb Stairs / Ladders				X
Balance		X		
Stoop, kneel, crouch or crawl				X
Reach, pull, push with hands and arms above head				X
Repetition-using an input device-a keyboard or mouse-in a steady manner		X		

Lifting up to 25 pounds with control				X
Pushing up to 25 pounds with control				X
Close vision with or without corrective lens. (<i>clear vision at 20 inches or less</i>)			X	
Distance Vision with or without corrective lens. (<i>clear vision at 20 feet or more</i>)			X	
Peripheral Vision (<i>ability to observe an area that can be seen up and down or to the left and right while eyes are fixed on a given point</i>)				X
Depth Perception (vision, ability to judge distances and spatial relationships)				X
Ability to maintain alertness and attentiveness up to 8 hours				X
Ability to maintain concentration/focus (e.g., ability to interpret the work environment and make decisions on predetermined operating policies and procedure)				X
Ability to smell				X
Ability to work in wet, humid conditions (non-weather)		X		
Ability to work in outdoor weather conditions to include direct sunlight, heat or cold				X
Will include exposure to Bodily Fluids (blood, vomit)				X
Noise Level-Loud Noise (Noise when raised conversation is needed)				X

Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

Consistent attendance is a job requirement.

Approved by: _____

Date: _____