

The Learning Center Assistant Teacher

Job Description

Summary

Under the direction of the Preschool Director and in accordance with the general policies, goals, and standards established by the Learning Center Preschool at First United Methodist Church of Winter Garden, the Assistant Teacher is responsible for supporting the Lead Teacher in implementing the creative curriculum and providing a nurturing, well-supervised and safe environment for the preschool children.

Duties and Responsibilities

1. Assist Lead Teacher with classroom activities, implementing lesson plans, supervision and safety of children
2. Help maintain a clean and organized learning environment
3. Assist in management of classroom with 7-12 children.
4. Communicate with parents and staff
5. Assist in daily routines, such as set up of classrooms
6. Support physical spiritual, and emotional development
7. Participate in monthly staff meetings and work together with other teachers.

Skills and Qualifications

1. Faith in Jesus Christ
2. 45-hour Initial DCF Training
3. Successful completion of a Level 2 background screening and an Affidavit of Good Moral Character.
4. 10 clock hours of annual in-service training complete between July 1 and June 30 each year.
5. Creative, flexible, good communication, patient, organized

Reports To

Preschool Director