



Job title: KidTowne Teacher
Role for: KidTowne Staff
Reports to: KidTowne Director

Role Summary:

The primary duty of a KidTowne teacher is to nurture and promote the spiritual, academic, social/emotional, and physical needs of children from birth through age 5. Lead and assistant teachers must ensure the health, safety, and well-being of the children of KidTowne. Teachers should be an example of Christ-like behaviors, communicating effectively with parents, children, and coworkers, and planning developmentally appropriate curriculum and/or activities.

Education/Experience Requirements:

- NC Early Childhood Credentials preferred or willingness to take within 1 year of employment
- AA or BS in Child Development, Early Childhood Education, or related field preferred
- Two years' experience working in a licensed facility preferred
- Obtain and maintain First Aid, CPR, SIDS certification
- Working knowledge of NC Licensing regulations and Sanitation requirements preferred

Primary Duties/Responsibilities:

- Caring for children placed in your care in accordance with KidTowne policies, NC State Laws and Guidelines, and NC State Sanitation regulations.
- Arrive to work on time ready to teach.
- Be a team builder, highly organized, provide excellent customer service, and exhibit excellent written and verbal communication skills. This includes maintaining strict confidentiality regarding children and families.
- Willingness to learn and apply effective teaching, encouragement, and positive discipline methods.
- Ability and commitment to work collaboratively with others.
- Dedication to teamwork, sharing the workload with teammates, working selflessly, and with a servant's heart
- Perform all essential functions of the job with reasonable accommodation.
- Effectively plan, organize, and implement education and spiritual curriculum.
- Report suspected child abuse or neglect to management team, who is required by State Law to report to authorities.
- Exhibit the ability to problem solve and maintain an overall professional and positive attitude/disposition.
- Agree to take continuing education courses as required.
- Attend mandatory trainings, staff meetings and teacher workdays.
- Must be teachable and have a willingness to learn new skills.
- Must have to ability to develop positive relationships with adults and children.
- Must be willing to help wherever needed.

- Understand that classroom assignment and hours are not guaranteed, and the center administration will have to adjust based on center needs.
- Willingness to follow classroom checklists for opening and closing classrooms
- Maintain a clean and organized classroom
- Ensure that assigned classroom is ready for KidCity on the weekends to ensure that their time of ministry is unhindered
- Perform other duties as requested by school management
- Commitment to a solid biblical program within the classroom which includes prayer, bible stories and activities, songs, and scripture memorization to ensure that the children receive a balanced biblical education.
- Communicate any issues with Admin team and work together to find solutions.
- Commitment to ensuring that the team remains healthy, by not participating in gossip or other forms of verbal communication that may hurt another team member.
- Serve as role models for all children and staff at KidTowne.
- Affirm and support the statement of faith of Hope Community Church
- Set yearly goals with your co-teacher and personal goals for yourself.
- Have regular conversations with admin regarding your job and classroom performance.
- Ensure personal participation in special campus or church-wide events.

Skills and Abilities Preferred:

- Strong communication and organizational skills with attention to detail
- Strong communicator of vision and objectives
- Committed team player

Physical Requirements:

The physical demands described here are representative of those that must be met by a staff to successfully perform the essential functions of this job. While performing the duties of this job, the staff is required to:

Lifting (minimum 50 lbs.)	Repetitive Motion/ Physical Coordination
Carrying (minimum 50 lbs.)	Use of Hands to Handle or Feel.
Stooping, Bending	Overhead Reaching/ Horizontal Reaching
Kneeling, Squatting	Eye-hand Coordination
Walking/Running	Reading / Interpreting Instructions
Standing 95% of day	Ability to supervise the safety of the children
Pushing / Pulling	Color Vision (ability to identify and distinguish color)
Climbing, Balancing (Ladder)	Depth Perception – judge distance

All staff, regardless of position, serve as role models for the children enrolled in KidTowne. Therefore, each staff must always be emotionally stable and able to function effectively with children, and adults.

Employee Signature

Date

Supervisor Signature

Date