



## Redeemer West Side Job Description

<b>Position</b>	Children's Ministry Preschool Teacher
<b>FLSA Status</b>	Non-exempt
<b>Department</b>	WS Children's Ministry
<b>Date</b>	As soon as possible + training prior to start date
<b>Reports to</b>	Early Education Coordinator (EEC)
<b>Work Hours</b>	3-4 hours on Sundays with potential to grow as the church grows (must be available to work on Sundays)
<b>Pay Rate</b>	\$18/hour

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### Job Description

Providing a safe, fun, gospel-centered environment for children ages 3 and 4 during worship service on Sunday mornings. This person will report to the Early Education Coordinator (EEC); teaching Bible lessons previously prepared by the EEC, leading songs for the children and teaching them about God's word. Physical activity required including playing with children on the floor, modeling hand motions to songs, picking up children, taking children to the bathroom, disinfecting classrooms and toys, and helping other teachers/volunteers set up classrooms.

### Requirements

- Must be available on Sundays from 9:15 am to 12:15 pm, and potentially earlier/longer if a second service is added or service times change.
- Arrive on time each Sunday.
- Attend mandatory training sessions each year to review our policies and procedures and build community so that, as a staff, we can continue to serve Redeemer West Side children safely and effectively.
- Give at least *2 weeks notice prior to being absent*. If ill, please notify the CM Director as soon as possible.
- No more than 6 absences per year (including sick days) and no more than 3 absences in a row.
- *Work on Easter plus at least one Sunday during the winter holidays (around Christmas/New Year's)*.
- *Work on Lessons and Carols Sunday (typically the third Sunday in December)*.
- A commitment to serve 1 year from start date.

### Qualifications

- Heart for God, families and children.
- Must be aligned with Redeemer West Side faith belief and values.
- Must be able to lead and take charge of the classroom.
- Background in early childhood education; whether in a ministry, daycare or arts education environment.
- Ability to remain calm under pressure; level-headed when the classroom environment is stressful.
- Must be able to talk with parents and lead volunteers in the classroom.
- Must be a team player and have character qualities such as integrity, wisdom and good judgment.
- Warm and engaging personality that is welcoming to parents and children, especially those children who may have difficulty separating from their parents.
- Knowledge of Google Slides or related program to be used as visual aid in lessons.
- Must pass Redeemer background check and have two references.

**COVID-19 VACCINATION POLICY:**

*To ensure the overall health and safety of the Redeemer West Side community and in accordance with New York City requirements, all newly hired employees of Redeemer West Side are required to be fully vaccinated against COVID-19 as a condition of employment, absent qualifying exemptions for medical, religious, or other reasons in accordance with all applicable laws.*