

Foundations Teacher Job Description

Position Reports to Foundations Childcare Ministry Director

PRINCIPAL FUNCTION

- Ensure an emotionally, academically, and spiritually healthy and engaging environment for children.

GOALS

- Nurture the emotional needs of children
- Engage children in learning social skills
- Prepare children through academic growth
- Build relationships with families
- Teach children key Biblical truths

REQUIREMENTS:

- Child care experience and/or degree above HS Diploma.
- Early childhood education/Child Development background
- Reliable transportation.
- Additional licenses, certifications, or training may be beneficial or required.
- Decisiveness, patience, and stamina to chase after, lift, or carry children.
- Record of immunizations and the ability to pass a background check and drug screening.
- Exceptional communication, teaching, and interpersonal skills.
- Strong understanding of stages of childhood development.
- Attentiveness to the needs and safety of children.

PRIMARY DUTIES AND RESPONSIBILITIES

- Ensure that our early childhood program complies with all Indiana licensing requirements.
- Protect and enhance the health and safety of the children and staff at Foundations.
- Maintain a safe workplace by monitoring children for health, behavioral, and emotional issues and reporting concerns to staff and parents.
- Maintain an inviting physical environment which fosters optimal growth and development.
- Provide care for children, such as setting schedules and routines, grooming, feeding, changing diapers, and cleaning rooms and toys.
- Provide leadership and supervision of interactions, activities, and materials appropriate for children's social, cognitive, emotional, intellectual, physical, and spiritual development.
- Follow and create lesson plans based on the developmental needs of the classroom.
- Observe and record behaviors of children to assist in identifying each child's strengths and growth areas.
- Help children discover new interests by introducing them to art, music, sports, and other potential hobbies.
- Ensure children are learning positive behaviors and providing guidance or approved discipline, as needed.
- Attend parent meetings, parent/teacher conferences as required
- Inform and welcome parents as observers and contributors to the classroom/program.
- Perform quarterly screenings and assessments to identify developmental milestones.
- Participate in professional development and training opportunities
- Represent the program in the community.

The Daycare Ministry Teachers serve as representatives of the Washington Free Methodist Church in the daycare, in the church, and in the community.

All Washington Free Methodist Church staff members serve at the discretion of the Board of Administration and shall commit to upholding the "WINFMC Leadership Commitment" standards (attached). Indiana is an at-will work state.

All questions and resume submissions should be sent to Brittany Clark at foundationscm.win@gmail.com.

WINFMC LEADERSHIP COMMITMENT

1 Timothy 3:8-13; *The same goes for those who want to be servants in the church: serious, not deceitful, not too free with the bottle, not in it for what they can get out of it. They must be reverent before the mystery of the faith, not using their position to try to run things. Let them prove themselves first. If they show they can do it, take them on. No exceptions are to be made for women— same qualifications: serious, dependable, not sharp-tongued, not overindulgent of wine. Servants in the church are to be committed to their spouses, attentive to their own children, and diligent in looking after their own affairs. Those who do this servant work will come to be highly respected, a real credit to this Jesus-faith.*

As a leader in the Washington Free Methodist Church, I commit to:

- Give substance and direction to the church as they seek to fulfill our purpose, vision, mission, and values
- Pray, strategize, and focus the energies, spiritual gifts, and passion of the whole body
- Live consistently within the Scriptural guidelines (expectations) for leaders (Exodus 18:21, Acts 6:3, 1st Timothy 3:1-13, and Titus 1:5-9) and express Christ-like attitudes in life and in relationships (Matthew 20:26-28, John 15:12-17, Acts 6:1-7, Ephesians 4:1-17).
- Give evidence of Spiritual gifts such as leadership, faith, and administration
- Continue in harmony with our doctrine, purpose, vision, mission, and values
- Agree with and sincerely seek to live out the membership covenant.
- I will protect the unity of my church by acting in love toward other members, by refusing to gossip, and by following the leaders.
- I will share the responsibility of my church: By praying for its growth and health. By inviting the unchurched to attend. By warmly welcoming those who visit.
- I will serve the ministry of my church by discovering my gifts and talents, by being equipped to serve by my pastors, and by developing a servant's heart.
- I will support the testimony of my church by attending church, groups, and gatherings faithfully, by living a godly life, and by giving regularly.