



## LEAD TEACHER JOB DESCRIPTION FOR 2017-18

### **KIDDIE KAMPUS BACKGROUND**

Kiddie Kampus has been in operation since 1967. As of March 2015, Kiddie Kampus is the preschool ministry of Upland United Methodist Church, serving to impact the Grant County community.

### **KIDDIE KAMPUS MISSION**

Kiddie Kampus preschool exists to provide a Christian atmosphere that will impact preschool children's lives while guiding their growth physically, emotionally, socially, mentally, and spiritually.

### **STRATEGY AND PURPOSE**

The Lead Teacher works under the supervision of the Director of Children's Ministry to provide engaging and inventive lessons and activities to preschool-age children, while modeling an active Christian faith in prayer, wisdom, and love for God and others.

### **QUALIFICATIONS AND EXPERIENCE**

- Associate's degree required, bachelor's degree preferred
- Preferably in area of early childhood education or related field
- Experience in early childhood education or child care

### **QUALITIES AND SKILLS**

- Ministry mindset: serving to advance God's love in the lives of children through education
- Be a team player: work within larger vision and mission of Upland United Methodist Church, demonstrating adaptability and servant-leadership
- Effective communication skills a must: written, verbal, and interpersonal
- Passion and enthusiasm for working with children and inspiring lifelong learning and wonder
- Love for preschool age children with knowledge and ability to effectively teach and personally engage with them at a developmentally appropriate level
- Competency with technology (computer, TV, CD players, iPads, streaming devices, etc...)

- Certification in basic first aid safety and CPR training

### **BASIC RESPONSIBILITIES**

- Report to Director of Children's Ministry and Senior Pastor
- Active and voting member of Kiddie Kampus Advisory Committee (attend meetings)
- Prepare written teacher's report for Committee meetings
- Work from 8:00 AM to 3:00 PM (Lunch is 11:00 AM to 12:00 PM), Monday - Thursday
- Additional 2 hours of planning and prep time with Assistant Teacher(s)
- Dress professionally and model professional behavior and attitude
- Maintain an organized, safe, and inviting classroom environment
- Schedule school year calendar with Director of Children's Ministry for evaluation and approval by committee
- Develop provided curriculum and supplemental resources to help students learn age-appropriate academic, physical (motor), artistic, and social skills
- Coordinate preparation and implementation of lesson activities in conjunction with Assistant Teacher(s)
- Oversee periodical testing to assess learning and abilities in students
- Participate in parent-teacher conferences as scheduled by advisory committee
- Plan and develop extracurricular events such as Family Fun Night, Parent Orientation/ Meet the Teachers, Kiddie Kampus Sunday, Sundaes with Santa, Graduation, etc with Assistant Teacher(s)
- Coordinate school day events such as Bike-A-Thon, field trips, Grandparent's Day, Mom's Day, Dad's Day, etc

### **COMPENSATION**

Negotiable based on experience and qualifications; payment is during school year (August - May)

### **APPLICATION PROCESS**

Submit resumé and references to Kevin Duecker (Director of Children's Ministry) at [klduecker@gmail.com](mailto:klduecker@gmail.com) or call (765) 998-2985 for more information