



# WCP Preschool Assistant Job Description

## Qualifications:

- High school or GED required
- Have minimum 2 plus years of classroom experience working with children, preferably ages 3 - 5.
- Passionate relationship with God to overflow and ignite a love for Jesus, the Bible, the Church and Others
- Active membership and regular attendance in a local church
- Ability to meet state and federal requirements including: background check and health requirements.

## Responsibilities:

- Live out the Wentzville Christian Church team values.
- Establish and function as a ministry team member with other staff members and the general school community
- Assist the lead teacher in giving classroom instruction based on curriculum
- Maintain a safe and organized classroom environment for children
- Assist the lead teacher in ensuring the physical, social, cognitive and educational excellence of children
- Ensure that the classroom is aesthetically attractive so that students enjoy their surroundings while learning
- Provide support to the lead teacher in planning lessons and daily activities
- Provide comfort to distressed children through compassion
- Oversee children to make sure that they are safe during outdoor activities
- Assume the lead teacher's role in his/her absence
- Provide feedback to the preschool to improve policies, procedures and programs
- Actively engage with children at all times while serving as a positive role model
- Ensure that all children are supervised at all times
- Participate in school events

## Physical requirements:

- Be able to lift children or equipment (minimum of 40 lbs.)
- Be able to spend time sitting on the floor or in a child size chair with ease
- Be able to engage in play – running, jumping, dancing etc...

Assistant will report to Preschool Director