



## COVENANT CHURCH

Covenant Church has an opening for an experienced **Learning Center Teacher** (Staff Childcare) at our **Carrollton campus**. This position will assist children, staff and parents in our Learning Center (Staff Childcare program). This is a part-time position working approximately 24 – 28 hours per week (Tuesday, Wednesday and Thursday 8:30 am - 4:30 pm).

***Please note, the job description below represents the major tasks and duties. This is not intended to be an exhaustive list of all the responsibilities. Therefore, the individual may perform other related tasks as deemed appropriate.***

### **Responsibilities include, but are not limited to:**

- Teaching a class of preschool children
- Follow set schedule
- Prepare any needed parent communication
- Administer CPR /first aid when needed
- Use positive guidance technique
- Teach age appropriate lessons
- Daily Bible lessons
- Actively participate in center events
- Love the kids and meet their needs
- Other duties as assigned

### **Experience/Knowledge/Skills Required:**

- 1 year of experience working with children
- Working knowledge in and understanding of State Minimum Standards
- High School Diploma or GED equivalent
- Bilingual +

### **Ability to:**

- Ensure children enjoyed their time in Staff Childcare
- Make sure children are learning more about Jesus in the Bible
- Ensure children are meeting their milestones and learning
- Communicate effectively (understand and follow oral & written instructions/directions)
- Prioritize and organize a variety of tasks and responsibilities
- Problem-solve
- Be reliable and energetic
- Be self-motivated
- Desire and accept feedback
- Humble and submissive attitude
- Model a Godly lifestyle for others
- Commit to growing themselves and others

**Must be/have, but not limited to:**

- Committed to Covenant Church and the vision and core values of the ministry
- Covenant Church member in good standing and attend church services weekly
- Attend and serve at Covenant Church
- Personal and spiritual maturity to function among varying levels of ministry personnel and leadership
- Committed to ongoing personal Spiritual growth
- Model godly lifestyle for others
- Humble and submitted attitude
- Willingness to learn new methods and software
- Detail oriented and capable of high volume of multi-tasking
- Strong written, verbal and organizational skills
- Must be able to maintain the strictest level of confidentiality
- Must possess the ability to produce in a fast-paced environment
- Must possess a “can-do” attitude with the ability to multi-task
- Must exhibit a professional and pleasant demeanor
- Must be able to work additional hours (as needed)
- Must be able to maintain continuous sitting, standing, walking, climbing, stooping, kneeling, reaching, pushing, pulling & carrying a child if needed
- Must be able to continually turn & flex or rotate the wrists, hands, fingers, back and spine
- Must be able to lift 20 lbs.
- Must be 18 years of age and have valid State’s Drivers’ License
- Must pass background/criminal history check
- Must be able to provide proof of eligibility to work in the US

If you know someone who would be qualified for this position please have them send a resume with salary requirements to [jobopenings@covenantchurch.org](mailto:jobopenings@covenantchurch.org).