

PRESCHOOL TEACHER (Pre-K 3)

Title: Teacher for our 2-day Pre-K 3 class (class operates on a Tuesday & Thursday)

Purpose: To educate the students at New Tampa Christian Academy from a Christian worldview according to the curriculum provided by the NTCA School Board, and to help the children grow in wisdom, stature, and in their relationships with God and each other.

1. Qualifications

A. Education and experience – one of the below options

- Two-year degree in Childhood Education (preferably with experience); or
- Two-year college degree plus two years' classroom experience; or
- Four years classroom experience plus a Staff Credential registered with the Florida Department of Children & Families;

B. Abilities and skills –

- A leader with gifts and passion for children.
- One who can organize and manage the classroom.
- One who interacts with and relates well to parents, staff and children.
- One who can communicate Biblical truth in an age-appropriate manner.

C. Beliefs –

- Profess a personal relationship with Jesus Christ and demonstrate this in their life; not a new convert.
- Evidence of a desire to maintain godly character consistent with 1 Timothy 3:1-7 and Titus 1:5-9.
- Support the mission of Tampa Bay Presbyterian Church: To bring people to Jesus Christ and membership in his church family, develop them to Christlike maturity, equip them for their ministry in the church and life mission in the world, in order to magnify God's name.

2. General Responsibilities

- Teach the students from a Christian worldview according to the curriculum provided by the School Board of NTCA.
- Report directly to and perform all duties and tasks as instructed by the Director, and/or the Assistant Director of NTCA.
- Obtain training hours needed to maintain certification as required by Hillsborough County.
- Prepare lesson plans as instructed by the Assistant Director, and/or the Director of NTCA.
- Arrive ½ hour prior to student arrival time for prayer and classroom readiness, and stay ½ hour after student departure time for cleanup and next day lesson preparation. Student hours are 8:30a.m. – 12:30 p.m.

- Follow NTCA policies, including but not limited to: student discipline, maintaining student files, student evaluations, parent conferences, safety policies, and dress code.
- Maintain cleanliness in the classroom and hallways.
- Decorate and equip classroom to create an appropriate learning environment for students.
- Oversee and encourage the spiritual growth of the students.
- Continue to apprise parents of students' performance and progress.
- Oversee, train, evaluate, and encourage the Assistant Teacher.
- Participate in staff and school evaluations.
- Participate in staff and school events.

3. Meetings

- Daily prayer meetings.
- Regular staff meetings.
- Bi-annual parent/teacher conferences.

4. Compensation

- Hourly wage—commensurate with experience, (minium \$14.75 p/ hour)
- Medical insurance / benefits: none
- Continuing education: evaluated upon request

Email: director@ntcafamily.org