



A *love* for God.  
A desire to *learn*.  
A commitment to *serve*.

# Job Description

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## Preschool Teacher Assistant

Thank you for your interest in San Jose Christian Preschool. Our mission is to advance the kingdom of God by providing exceptional teaching and curriculum fully integrated with Biblical perspective. Within our committed Christian community, we live to engage and transform culture for Jesus Christ.

We are seeking a Preschool Teacher Assistant who will create a loving and safe environment for students in our preschool program. Teacher Assistants support the classroom teachers in preparation, set up, and implementation of activities for students each day. Individuals in this role are flexible, team-players with a can-do attitude. As a team, preschool teachers, lead teachers, and teacher assistants work collaboratively with the support of the preschool director to meet each child's unique needs. Each preschool classroom has between 12 to 18 students at a time from infants (3mo) to 5 years of age.

The ideal candidate has a passion for working with children of various ages, actively seeks opportunities to serve and take initiative, and has a desire to share God's love with children.

Our preschool program is year-round. Hours of operation are 8:00am-5:00pm, Monday through Friday.

### Required Qualifications:

- At least 12 ECE Units (Early Childhood Education)
- Personal testimony and commitment to the Christian faith
- Commitment to SJCS Statement of Faith, SJCS mission, and SJCS core values
- Commitment to faith integration (SJCS Throughlines) in all lessons and roles
- Ability to pass a drug screen and background check

### Preferred Qualifications:

- Associate's Degree or higher
- Bachelor's Degree in Early Childhood Education
- Preschool teaching experience
- Team player, multi-tasker, flexible

## **Job Requirements:**

- Model an exemplary Christian walk in speech and action
- Ensure the safety of all children at all times
- Able to sit, stand, lift and carry up to 30 lbs
- Assist in set up of daily activities
- Assist the lead teacher in implementing daily lessons
- Assist in keeping the classroom, storage area, neat, cleaned and orderly
- Assist in diapering and potty training (if working with children under 2.5 years old)
- Attend staff meetings and school-related events, when required

**Salary Range:** \$17-\$20/hr

This position can be part-time or full-time, ranging from 30-40 hrs/wk. Compensation will be determined by experience and education.

## **How to Apply**

1. Complete the Application for Employment digitally or on paper.
2. Complete and/or collect all Supplemental Materials listed on the Application. This will include questions to get to know you better and a Clergy Recommendation to be completed by your pastor or an appropriate church staff member.
3. Once completed, send your finished Application, Resume, and all Supplemental Materials to the Head of School, Chris Pinkham, at [hos@sjchristian.org](mailto:hos@sjchristian.org).

Once we receive your Application, Resume, and Supplemental Materials and your pastor's Clergy Recommendation, we will review and contact you regarding next steps. If you have any questions, you may contact the Head of School, Chris Pinkahm, at [hos@sjchristian.org](mailto:hos@sjchristian.org).

We look forward to hearing from you!

# **SAN JOSE CHRISTIAN SCHOOL**

Developing a *love* for God, a desire to *learn*, and a commitment to *serve*.