

## JOB DESCRIPTION

<b>Position Title</b>	<b>Coast Kids Preschool Outdoor Environment Assistant Teacher</b>
<b>Position Reports to:</b>	<b>Coast Kids Preschool Director</b>
<b>Department:</b>	<b>Weekday Preschool</b>
<b>Schedule</b>	<b>Non-exempt, Part Time</b>

### General Description

The outdoor environment teacher works with the Outdoor Environment Team in planning and implementing a developmentally appropriate program outdoors, which encourages growth in the children in his/her class physically, socially/emotionally, cognitively and spiritually, following the guidelines of the preschool's curriculum approach.

### Specific Duties and Responsibilities

- Work collaboratively with the other outdoor staff.
- Is responsible for setting up and cleaning up the outdoor environment and interest areas.
- Will treat all children with dignity and respect. Will follow the basic school discipline plan, taking initiative to clearly communicate discipline concerns to the Director. Will abide by a code of confidentiality in all discipline cases.
- Will attend staff meetings and training sessions.
- Will report maintenance needs.
- Maintain outdoor first aid kits.
- Arrives to work on time. Clocks in daily.
- Is respectful of shared space with others.
- Maintain appropriate ratios.
- Monitor breaks.
- Prepare alternative movement activities for indoor rainy days.
- Substitute in the classroom as needed.
- Checks mailbox daily in the morning for day's schedule and follows the schedule.
- Is respectful of shared space with others.

### Knowledge/Skills Required for the Job

- Demonstrates Christian maturity in attitude, actions, and speech, showing a consistent walk with Jesus Christ.
- Provide proof of immunization against whooping cough and measles.
- Possesses an ability to interact effectively with parents, peers, and administrative staff.
- Must pass an extensive background check according to California State Licensing standards for a state licensed preschool and those of North Coast Calvary Chapel.
- Must possess strong command of the English language.
- Must be in agreement with the preschool teaching philosophy and methods.

## **Desirable Qualifications**

- Preferably has at least 1 year of successful experience in a preschool setting.
- Preferably have at least 6 ECE units. Must be willing to complete 2 ECE units per semester until core 12 ECE units completed.
- Preferably holds a current CPR and First Aid Card.

## **Personal Relations**

- Team player, ability to interact with staff and ministry members
- Ability to keep church and personal information confidential

## **Work Environment**

- May be working in a busy and noisy environment. There may be a number of activities and situations happening at once and the substitute teacher will have to supervise all children at all times.
- May experience smells associated with toileting and children who are ill.
- Must be able to spend hours outdoors daily in the elements.
- Follow all safety protocols working during COVID-19

## **Physical Requirements**

This job may require lifting of objects that exceed 50 pounds, with frequent lifting and/or carrying of objects weighing up to 25 pounds. Other physical demands that may be required are as follows...

- Pushing and/or pulling
- Climbing
- Running
- Stooping and/or kneeling
- Sitting on the Floor and/or Child-sized Chairs
- Reaching
- Talking
- Hearing
- Seeing