

Vineville Baptist Morning School Job Description

We expect VBMS Staff to be patient and attentive to the students and families who are a part of our school. We expect VBMS Staff to embrace, encourage, engage, and educate every child by helping them explore the world around them while exposing them to God's Word, God's Grace, and God's Love every day.

Vineville Baptist Morning School Staff Responsibilities

All staff must be:

- able to follow safety guidelines for emergency drills and evacuation routes.
- able to stand, stoop, squat, or sit on the floor to engage students in play.
- able to run across a room or playground to help a student.
- able to lift up to 50 pounds.
- able to communicate with the director about changes in their health that may impact their ability to care for children.
- able to refrain from non-emergency personal phone use.
- able to get to work on time and via your own personally arranged transportation.
- able to maintain a positive attitude.
- able to engage all students and families with a pleasant and positive demeanor, in-person and online.
- able to work together as a VBMS Staff Team, assisting with room coverage, split duties, and other needs as they arise.

Vineville Baptist Morning School Assistant Teacher Responsibilities

All Assistant Teachers must be:

- able to report to work by 8:00am.
- able to work closely with Lead Teachers to assist students' growth throughout the year.
- able to assist with a multi-age group during our Early Bird program.
- able to assist students with bathroom safety and cleanliness, including changing clothes when necessary.
- able to communicate with the Lead Teacher and Director about any concerns that arise regarding the facility including requests for repairs or safety.
- able to assist the Lead Teacher with displaying student's art work and/or finalizing projects.
- able to accept and follow instructions from the Lead Teacher from any class at any time.
- able to remain flexible.
- able to assist the Lead Teacher in maintaining a safe, clean, happy, inviting, and organized environment for students at other staff at all times.
- able to assist with any other duties as assigned by the Director.

Qualifications

All staff must

- have a High School diploma.
- have 1+ years experience working with preschoolers in a group setting.
- provide 3 references from people who have intimate knowledge of your work with preschoolers.
- maintain Infant, Child, and Adult CPR/First Aid certification (provided by VBMS).
- successfully pass all background checks.
- provide two forms of photo ID.