



## **Pre-Kindergarten Teacher**

### **Employment Classification: Full Time 10 Month**

**Primary Responsibility:** Establishing and maintaining a classroom environment that utilizes space, materials, routines, and guidance techniques to effectively facilitate the physical, emotional, intellectual, and social development of the children.

### **Qualifications:**

- Bachelor's Degree in Early Childhood Education.
- Valid teaching license required (any state); Oklahoma license preferred.
- Christian leader who loves Jesus and seeks to fulfill the Holy Trinity mission. HTLC member preferred; LCMS Called-Worker preferred.
- Detail-oriented and able to resolve conflicts.
- A love for children and a strong desire to make a difference every day.
- Ability to build relationships with families and students and create a dynamic environment where students find success.

### **Responsibilities:**

- Lead Pre-K class in a maximum 14-student classroom setting using the play-based curriculum provided by the school.
- Is a Christian and is able to integrate a Christian perspective into all subjects.
- Develop lesson plans and instructional materials and provide individualized and small group instruction in order to adapt the curriculum to the needs of each student with the identified objectives.
- Communicate with parents through conferences and other means to discuss students' progress.
- Establish and maintain standards for student behavior to achieve a functional learning atmosphere in the classroom.
- Treat students with respect and dignity.
- Stimulates creativity and eagerness to learn.
- Cooperates with other professional staff members in assessing and helping solve health, attitude, and learning problems.
- Keep appropriate records and prepare progress reports.
- Oversee the Before-Care program from 7:30-8:30 am on days school is in session.
- Other duties as assigned.

### **Accountability:**

The Pre-K Teacher is directly accountable to the School Principal.

It is understood that all employed at Holy Trinity Lutheran Church and School agree to support and work toward the fulfillment of the congregation's mission and vision of *Making Disciples*.