

Job Title: Preschool Teacher

Position Type: Part Time

Reports To: Grammar School Principal

Start Date: August 2019



HERITAGE
CLASSICAL ACADEMY

Job Summary: Heritage Classical Academy is seeking a qualified preschool teacher. Applicants should fully support HCA's Statement of Faith and have a vibrant Christian testimony demonstrating a growing relationship with Jesus Christ. Applicants should also love children, displaying a passion to point them to their need for Christ.

Job Requirements:

- Full support of Heritage's Statement of Faith, Mission, and Vision statements
- Experience with preschool aged children
- Strong communication
- Strong organizational skills

Job Responsibilities:

- Conduct oneself with Christ-like professional behavior
- Lovingly care for and teach children
- Develop and implement lessons that target the spiritual, mental, physical, and social growth of preschool students
- Foster an orderly classroom environment, creating regular routines of play, rest, physical activity, and formal learning
- Communicate regularly with parents, engendering a community of trust
- Encourage the sense of wonder in children as they learn
- Regularly collaborate with other preschool teachers and the Grammar School Principal to develop and revise preschool policies and practices
- Maintain a neat and orderly classroom
- Perform administrative duties, e.g. monitor lunch room or hallways
- Other duties as assigned

Application Process: Interested applicants should submit the following documents to Mrs. Tiffany Baker at Tiffany.baker@heritageclassicalacademy.org

- Resume
- Cover Letter