

# **Peace Lutheran Church Early Childhood**

## **Early Childhood Employee Job Description**

We are committed to providing a Christ-centered, nurturing environment where children thrive emotionally, socially, and spiritually. Our compassionate and caring staff share Christian values and are dedicated to supporting the growth and development of children from 6 weeks to 5 years of age.

### **Accountability:**

- This position reports to the Administrator of Peace Early Childhood

### **Responsibilities and Duties:**

- Assist fellow workers in creating/maintaining a daily schedule with children
- Provide age-appropriate creative learning opportunities in the classroom
- Establish and maintain a safe and healthy environment for children including maintaining appropriate staff/child ratios
- Care for children by serving meals, changing diapers, clean room/toys
- Support and encourage social, emotional, physical and intellectual development through positive guidance and creative expression.
- Communicate with parents through Procare App and/or daily report cards

### **Requirements:**

- Live the Christian Faith
- Valid Driver's license
- Social Security Card
- Physical examination, background screening, current immunization record and various other forms to be completed.
- CPR/First Aid Training (or willingness to obtain)
- Understanding of Early Childhood and awareness of needs and safety of children
- Good attendance and punctuality
- Ability to build trusting relationships and communicate respect with children, parents and fellow colleagues