

Job description

The School Age Liaison shall help students learn age-appropriate attitudes, skills, and subject matter that will contribute to their development as mature, able, and responsible Christians. The Infant/Toddler Liaison ensures that all students are supervised in a safe, nurturing, Christian environment.

Academic excellence requires that the Infant/Toddler Liaison teach basic social skills and a foundation in early learning in personal hygiene Bible, music, art, science, and literature age appropriate for children from 5 - 12 and promote physical, mental, and social development. All teaching must utilize a Biblical worldview.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Core duties and responsibilities include the following. Other duties may be assigned. The School Age Teacher shall but not be limited to:

- Teach basic skills such as color, shape, number and letter recognition, personal hygiene, and social skills.
- Establish and enforce rules for behavior, and policies and procedures to maintain order among students.
- Observe and evaluate children's performance, behavior, social development, and physical health.
- Instruct students individually and in groups, adapting teaching methods to meet students' varying needs and interests.
- Integrate Biblical principles as appropriate.
- Read books to entire classes or to small groups.
- Demonstrate activities to children.
- Provide a variety of materials and resources for children to explore, manipulate, and use, both in learning activities and in imaginative play.
- Plan and conduct activities for a balanced program of instruction, demonstration, and work time that provides students with opportunities to observe, question, and investigate.
- Prepare children for the next age group by encouraging them to explore learning opportunities and to persevere with challenging tasks.
- Prepare and implement lesson plans following age-appropriate curriculum.
- Organize and lead activities designed to promote physical, mental, and social development such as games, arts and crafts, music, and storytelling.
- Maintain basic cleanliness of classroom.
- Instruct and monitor students in the use and care of equipment and materials, to prevent injuries and damage.

- Identify children showing signs of emotional, developmental, or health-related problems, and discuss them with supervisors, parents or guardians, and child development specialists.
- Prepare materials, classrooms, and other indoor and outdoor spaces to facilitate creative play, learning and motor-skill activities, and safety.
- Organize and label materials and display children's work in a manner appropriate for their sizes and perceptual skills.
- Prepare for assigned classes and show written evidence of preparation upon request of immediate supervisors.
- Use computers, audiovisual aids, and other equipment and materials to supplement presentations.
- Attend professional meetings, educational conferences, and trainings workshops to maintain and improve professional competence.
- Attend staff meetings as required.
- Request, store, issue, and inventory classroom equipment, materials, and supplies.
- Perform duties that may include bending and lifting 30 pounds.
- Keep up to date with and follow policies and procedures as set forth by The Mission of Yahweh.
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