

Title: Preschool Associate – Part-time

Objective: The Preschool Associate will work in partnership with the Preschool Director to implement all aspects of the GCKids Preschool Department. Participates in God’s great mission by connecting church and home through biblical teaching environments.

Reports to: Preschool Director

Duties and Responsibilities:

- Assist in implementing Preschool Department programming as directed by the Preschool Director.
 - Lead Sunday morning programming collaboratively as agreed upon with Director.
 - Supply and organize Preschool classrooms to ensure safety.
 - Provide support for the administrative and curriculum needs of the ministry.
- Implement GCKids Ministry’s safety and security policies and procedures.
- Connect and develop relationships with leaders, kids, and families through open communication.
- Attend GCKids Team meetings (Grace Chapel Staff Chapels are optional)
- Participate in events/programs outside of normal programming as needed.
- Document and maintain the processes required to perform the job

Stewardship of Mission: Understands and supports Grace Chapel’s mission of leading people to find and follow Jesus. Pursues personal growth through enrichment opportunities. Establishes and maintains good team relationships. Effectively utilizes the Lord’s resources for maximum ministry impact while minimizing expenses. Creates an environment of loving Christian care.

Minimum Qualifications: Proven teaching experience. Ability to engage and lead adult and student volunteers. Ability to engage and lead preschool-age kids and their families.

Please note: *This job description is not designed to cover or contain a comprehensive listing of activities, duties, and responsibilities that are required of the employee for this position. Duties, responsibilities, and activities may change at any time with or without notice.*