



Job Title: Kids' Connection Lead Teacher & Ridge Christian Academy Recess Teacher

Kids' Connection:

We are a before and after school care program for local elementary students and a ministry of Park Ridge Community Church. Our mission is to connect kids to one another and with God while providing a safe, loving, and fun environment.

Ridge Christian Academy:

We are a christian school that ranges from preschool to 3rd grade and a ministry of Park Ridge Community Church. Our mission is to serve the community by providing students with a spiritual foundation that accompanies academic excellence

Primary Responsibilities

Kids' Connection Lead Teacher

1. Be the authority over children in your care and assistant teachers on your team.
2. Take charge of keeping the schedule, following procedures, and accomplishing the mission of Kids' Connection.
3. Establish and maintain order in the chapel gathering space and at the playground.
4. Provide love and protection for all children in your care.
5. Get to know each child by name and build relationships with children and their families.
6. Clean and sanitize dishes, surfaces, floors, etc. at the end of each session.
7. Set up and tear down the chapel and foyer before and after each session.
8. Help set rules and expectations and be consistent in enforcing rules and expectations.
9. Be consistent in administering consequences for failure to follow rules and meet expectations.
10. Support the Program Directors in building up and improving the overall experience of Kids' Connection for children and families.

Ridge Christian Academy Recess Teacher

1. Supervise students on the playground and enforce playground rules.
2. Connect with students and learn their names.
3. Make sure playground equipment gets put away.
4. Give classroom teachers and assistants scheduled lunch breaks.

Requirements

- Christian
- Love for people
- Experience working with kids
- Portable Background Check, current First Aid/CPR card, Washington State online health and safety classes

Additional

This is a full-time position, currently working 40 per week. Includes optional insurance benefits and paid federal holidays.

Schedule:

9:45 am - Clock in at RCA, make sure playground area is ready for students

10:00-11:30 - On playground for (3) 30 minute recess sessions

11:30-1:00 - Give teachers scheduled breaks, keeping the students on their current task and helping with the given activity/lesson.

12:55 pm - Pick students up from their classroom for recess.

1:00-2:30 - On playground for (3) 30 minute recess sessions

2:30-2:45 - Clean up playground and put away toys, clock out

2:45 - Break

3:15 - Clock in at KC, prepare the space and for any structured activities

3:25 - Prepare snack

3:45 - Pray with staff over the kids and the program

3:55 - Welcome kids and begin serving snack

4:10 - Take kids outside to the playground

4:40 - Bible Time

5:45 - Kids clean up

6:00 - Close: Clean, sanitize and prepare space for next group

6:15 - Clock out

Overtime Options:

Provide care for early-release conference days, non-school days

Alternate Schedule:

6:15am - Open: Clock in at KC, set up space for morning care

6:30 - Welcome kids at the door, talk, play, and connect with kids

7:40 - Prepare breakfast

8:00 - Serve breakfast

8:20 - Kids clean up everything

8:25 - Bible Time

8:40 - Kids pack up for school, line up for buses

8:45 - Kids load up on buses, RCA kids walk to class

8:55 - Close: Clean, sanitize and prepare space for next group, clock out

9:15 - Break

9:45 - Clock in at RCA, make sure playground area is ready for students

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