

PRESCHOOL SUBSTITUTE

A preschool substitute is an hourly, part-time position at Little Lambs Preschool (a ministry of First Lutheran Church). The substitute will work in the classrooms as needed and, along with the lead teacher, supervise and ensure the safety and well-being of the children at all times, being alert to the needs of children as individuals and as a group.

Qualifications:

- Make every effort to understand Lutheran beliefs and a Christian approach to all.
- Maintain a professional and Christian attitude in speech, manner, and appearance.
- Be neat and clean in grooming and dress.
- Be prompt in attendance and dependable in performance of duties.
- Assist the teacher as directed.
- Supervise activities as requested by the teacher.
- Be nurturing and loving with children responding to their individual needs and employing discipline methods that promote kindness, love, and a spirit of caring in the child.
- Always notify the teacher when leaving the classroom for any reason and fill in when the teacher is out of the room for a period of time.
- Make sure that the classroom is neat and clean and assist with housekeeping.
- Comply with personnel policies found in the LLPS and FLC Policy manuals.
- Be an active team member working cooperatively with the Director, teachers, and other staff.

MSDE Office of Childcare Required qualifications:

- Must be at least 18 years of age with a high school diploma,
- Must complete a fingerprint/background investigation,
- Prior training/experience working with preschoolers preferred,
- CPR/First aid certification is preferred,
- Must meet minimal Maryland State Department of Education, Office of Child Care requirements.