

**CHRIST THE KING LUTHERAN PRESCHOOL**

1305 Pine Street

Snohomish, WA 98290

Tel. 360-348-8207

[contact@ctksnohomishpreschool.org](mailto:contact@ctksnohomishpreschool.org)

[www.ctksnohomishpreschool.org](http://www.ctksnohomishpreschool.org)

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**JOB POSTING**

**Position:** Preschool Teacher

**Location:** Christ the King Lutheran Preschool, Snohomish, WA

**Closing Date:** Open until filled

Christ the King Lutheran Preschool is seeking a dynamic, energetic Preschool Teacher to compliment our team. Our preschool as a ministry of Christ the King Lutheran Church, offers young children a Christian setting in which to grow, learn, and to develop physically, spiritually, intellectually, and socially. Our objective is to help students develop healthy personalities, form values, and develop the consciences, feelings, and attitudes which form the foundation for a positive self-image and good relationships.

Applicants must have experience working within an early childhood education program, a strong history of working with children, and a degree in early childhood education is desired (BA, AA or ECE).

This position is part time, and applicants must be able to work Monday through Wednesday (9-11:30) and possibly Thursday and Friday (9-11). This position includes a competitive salary, paid sick leave, one personal day, paid holidays and inservice (two weeks at Christmas, plus eight additional days throughout the year). Although our curriculum is already developed, creativity and collaboration between teachers is encouraged. Christ the King Lutheran Preschool is a small school that is looking to grow, but we recognize the importance of lower class sizes and allow no more than 15 students in each class. A complete job description and employment application is attached.

For more information about our program, visit our website at [www.ctksnohomishpreschool.org](http://www.ctksnohomishpreschool.org) or contact Melissa Marzolf at 360-348-8207, [contact@ctksnohomishpreschool.org](mailto:contact@ctksnohomishpreschool.org).

**To Apply**, submit a completed application, along with resume and cover letter to:

Christ the King Lutheran Preschool  
ATTN: Melissa Marzolf, Director  
1305 Pine Avenue  
Snohomish, WA 98290  
[contact@ctksnohomishpreschool.org](mailto:contact@ctksnohomishpreschool.org)

## **Preschool Teacher Job Description**

Purpose: To provide a warm, nurturing, Christ-centered, safe and loving environment where children's faith is nurtured and where self concepts are enhanced, independence is encouraged and individuality is respected.

### **Responsibilities:**

#### *Models Behavior*

- Lives the Christian faith
- Relates joyfully and sensitively to children
- Smiles, laughs, uses a pleasant voice
- Prays with and for others
- Acknowledges and respects others' feelings
- Works cooperatively with others
- Compliments good behavior and corrects inappropriate behavior
- Builds and strengthens positive relationships with other congregation program staff and volunteers

#### *Provides Instruction*

- Plans, implements, evaluates curriculum in accordance with mission, purpose and philosophy of CtK under supervision of director
- Develops and implements monthly themes and plans
- Provides assistants with opportunities and input and evaluation of program
- Sets up and maintains appropriate, nurturing classroom/child care environment
- Keeps written plan of daily class activities
- Makes reasonable efforts to meet needs of each child
- Originates correspondence with families
- Reports to parents about children's progress and maintains good communication
- Conducts parent conferences and meetings
- Provides written guidelines for substitutes
- Is aware of and complies with personnel policies adopted by the Preschool Board
- Attends staff meetings and functions of CtK
- Participates in professional and spiritual growth activities

#### *Serves as Facilitator*

- Guides, evaluates, plans, supports
- Prepares warm, safe, orderly and clean environment
- Uses good judgment to handle crisis situations and is in close communication with the Director

**Education/Experience Requirements:**

- Degree in early childhood education desired (BA, AA or ECE)
- Experience in teaching within an early childhood educational program (or equivalent)
- Strong history of working with young children

**Other Requirements:**

- In an emergency, teachers should be able to lift the weight of a child (approximately 50 lbs.)
- A national background check must be completed prior to hiring, in compliance with Christ the King Lutheran Church's Safe Place Policy.
- Safe Place training shall be completed upon employment.
- Teacher shall submit a list of known immunizations s/he has had and most recent dates when immunized.
- CPR/First Aid training is to be completed prior to the first day of employment.