

Luther Center for Learning
P.O. Box 1018, Olalla, WA 98359
360-895-1782

**ELEMENTARY TEACHER
KINDERGARTEN**

Applicants may download an Application for Employment at www.LutherCenterForLearning.org or call (360) 895-1782 to request an application. A completed application packet includes the following items:

1. Application for Employment (including questionnaire)
2. Letter of interest that specifically addresses your qualifications, training and experience
3. Current resume
4. Three confidential letters of recommendation sent directly to Luther Center or a copy of your college placement file
5. Unofficial transcripts of all college work completed to date
6. Copy of valid Washington State Certificate(s) or equivalent

Please submit completed application packet to:

Luther Center for Learning
P.O. Box 1018
Olalla, WA 98359

DEFINITION

Under general supervision serves as classroom teacher for kindergarten-aged children and creates a flexible program and environment favorable to learning and personal growth in accordance with each student's ability.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Provides learning experiences and teaches the course of study prescribed by LCL approved curriculum.
- Develops and uses instructional material suitable for verbal and/or visual instruction of students with wide range of mental, physical and emotional maturity.
- Provides individual and group instruction designed to meet individual needs and help the students make a satisfactory transition to school.
- Establishes and maintains standards of student behavior required to achieve effective participation in all activities without interfering with the natural informal atmosphere of a kindergarten.
- Evaluates academic and social growth of students and keeps appropriate records.
- Communicates effectively with young students, parents, faculty and the LCL Board.
- Communicates with parents through a variety of means including holding parent conferences to discuss the individual student progress and interpret the school program.
- Identifies student needs and cooperates with other professional staff members in assessing and helping students solve health and learning problems.
- Creates an effective environment for learning through functional and attractive displays such as bulletin boards, interest centers etc.

- Maintains professional competence through in-service education activities and/or professional growth activities and university courses.
- Participates cooperatively with the appropriate administrator to develop the method by which s/he will be evaluated in conformance within LCL guidelines.
- Selects and requisitions supplemental instructional materials; maintains inventory records.
- Cooperates in school-wide supervision of students during out-of-classroom activities.
- Participates in faculty committees and the sponsorship of student activities.
- Models appropriate Christian values in the context of the school setting.
- Uses multiple technologies effectively for instruction and management.
- Uses volunteers effectively.
- Completes other duties as assigned.

QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

CREDENTIAL: Valid Washington Credential/license authorizing service in grade levels and areas assigned or equivalent.

EDUCATION: Bachelor's degree in education or related field.

EXPERIENCE: Student teaching, internship or full-time teaching experience in kindergarten or primary grades.

PERSONAL QUALITIES : Appearance, grooming and personality that establish a desirable example for students. Ability to meet LCL standards for physical and mental health. Above-average recommendations from student teaching supervisors and other professionals who have observed the characteristics, scholastic attainment and classroom performance of the teacher. An understanding of, and a commitment to, the vision of Luther Center for Learning.

REASONING ABILITY: Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; use hands to finger, handle, or feel objects, tools, or controls; talk or hear; and taste or smell. The employee frequently is required to walk and stoop, kneel, crouch, or crawl. The employee is occasionally required to sit, reach with hands and arms, and climb or balance. The employee must occasionally lift and/or move relatively heavy objects. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The noise level in the work environment is usually moderate.