

# JOB

# DESCRIPTION



28986 SE Haley Rd Boring, OR  
97009

P: 503-663-5050

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<b>POSITION TITLE:</b>	Kid Lights Teacher Assistant
<b>DEPARTMENT:</b>	Kids Ministry – Kid Lights
<b>SUPERVISOR:</b>	Kids Ministry Associate
<b>TIME COMMITMENT:</b>	Up to 10 hrs/week
<b>CLASSIFICATION:</b>	Non-Exempt Interns/Temporary Employees <b>8N</b>

### POSITION PROFILE:

This position supports Good Shepherd Community Church's Women's Bible Study, Mom-to-Mom, and Celebrate Recovery ministries. The Kid Lights Teacher Assistant will support the Kid Lights Teacher with the lesson time, supervision, and classroom management for the assigned classroom.

### SKILL SET:

- Organized
- Good communicator
- Ability to take and follow instruction

### EXPERIENCE QUALIFICATIONS:

- Previous experience working with children, specifically Birth – 5<sup>th</sup> Grade

### DUTIES & RESPONSIBILITIES:

- Support teacher with lesson and classroom management
- Provide leadership when the teacher is out of the classroom
- Observe children and reach out to those needing a little extra attention
- Get to know and engage children

### SPIRITUAL RESPONSIBILITIES:

- Exhibits an authentic relationship with Jesus made evident by a Christ-following lifestyle
- Ensure all actions performed within the context of this job position accomplish and further the mission, vision, and values of Good Shepherd Community Church
- Adhere to the Statement of Faith as established and approved by Good Shepherd Community Church elders

### ADDITIONAL NOTES:

- Regularly attend Good Shepherd Community Church or other church in our community that shares the same beliefs as Good Shepherd Community Church
- Complete Ministry Certification, which will include a criminal background check, as part of hiring process
- Adhere to the policies, procedures, and code of conduct outlined in the Good Shepherd Community Church Employee Handbook

### DISCLAIMERS:

Other duties may be added or changed as needed. This job description does not constitute a contract for employment.

PROPOSED   APPROVED BY:	<b>Madeline Kelvin</b>	DATE:	<b>05/30/2024</b>
REVIEWED BY:	<b>Hilary McWold</b>	DATE:	<b>05/30/2024</b>