



Woodside Christian Preschool  
Substitute Teacher Job Description

### Overview

Woodside Christian Preschool provides a unique preschool experience in a loving and caring Christian environment. Being a child's first educational experience is a vital opportunity for us to lay the foundation for each child to develop their God-given potential. Working at Woodside Christian Preschool should be an enjoyable and rewarding experience for all members of our staff who feel called to come alongside young children and their families – giving them the best early years of education we can offer. Our staff clearly enjoy and appreciate being with children, are proud of their role in the school, and add to the child's healthy Christian experience.

This position services a specific classroom by supporting the Lead Teacher to help run an organized and safe learning environment, being alert to the needs of students individually and as a group. Job duties include, but are not limited to:

- Assist the teaching team to implement daily lesson plans – center activities, craft/art projects, morning meeting activities, etc.
- Keep the classroom, storage room, tables, and bathroom clean and orderly.
- Be present with children on the playground and in specials as needed.
- Assist the teaching team with student needs – redirecting children with social/emotional learning opportunities, and providing comfort and/or guidance to students as needed.

### Qualifications

- High school diploma.
- A Substitute Teacher is a reliable, resourceful person who relates well with children, parents, and staff.