



Upstate Homeschool Co-op

In accordance with the UHC Mission Statement and Statement of Faith, a UHC teacher must have a personal relationship with Jesus Christ and a commitment to uphold the principles and directives of each of these statements as they relate to both their private and professional lives. UHC believes that ministerial positions within the organization are important in the life of the Christian faith because they serve to communicate the Christian mission and message of UHC. As such, ministerial employees are required to communicate the Christian faith to our students in praying with students, sharing the gospel with students, incorporating the faith into the substance of the course curriculum, and teaching students to live out their faith.

Job title: Nursery Teacher

Work Location: UHC Travelers Rest Campus

Division/Department: Nursery

Reports to: Elementary Director/Executive Director

Full-time
 Part-time

Exempt
 Nonexempt

Essential Duties and Responsibilities:

Oversees and directs the assigned nursery age group (birth- 24 months) while maintaining UHC's mission to exhibit the Gospel of Jesus Christ in all facets. When serving as a UHC teacher,

- Models and teaches Biblical standards and incorporates verses or lessons as appropriate.
- Prays with children before meals and any other applicable teachable moments.
- Oversees and directs the assigned nursery age group while maintaining UHC's mission to exhibit the Gospel of Jesus Christ in all facets.
- Creates a safe, inviting, engaging learning environment for the assigned age group
- Manages children's adaptive needs such as, but not limited to feeding, diaper changing, dressing, etc
- Demonstrates flexibility and adapts to meet children's needs at varying ranges of development.
- Maintains a clean, well organized, and welcoming nursery.
- Cooperates and coordinates with other UHC nursery teachers.
- Communicates with children's parents about daily activities.
- Maintains confidentiality and upholds UHC nursery policies.
- Plans and implements structured centers and play activities for appropriate age groups.
- Able to attend any staff meetings as needed.
- Comply with all UHC policies and procedures

Education and/or Work Experience Requirements:

- Preferred B.S. or Associate degree such as Early Childhood Education or a related field
- 3 or more years in early childhood care experience helpful
- Exhibit a Christ-like, friendly, and approachable demeanor
- Carry out the ministerial functions as listed above
- Perform all other related work delegated or required to accomplish the objectives of the co-op

Physical Requirements:

- Ability to safely and successfully perform the essential job functions
- Ability to maintain regular, punctual attendance
- Must be able to lift and carry up to 40 lbs
- Regularly required to sit, stand, walk, talk, hear, operate a computer, and other office equipment

Print Employee Name:

Employee signature:

Date

