

BEREAN BAPTIST ACADEMY

Fayetteville, NC 28314



Job Description:

Extended Care Worker

Date Revised September 21, 2011
Responsible to Elementary Principal

Purpose

- Serve as the adult childcare provider of students enrolled in BBA's before and/or after school child care program; responsible for the welfare, health and safety of multiple children in a controlled environment

Skills and Qualifications

- Spiritual maturity to understand and to handle the struggles that may be involved in childcare
- Genuine love for and concern for the spiritual welfare of students
- Strong desire to work in a fundamental Baptist church and school ministry
- Personal motivation, self-management, and detail-oriented
- Exceptional communication abilities especially with fellow staff and with parents
- Great ability to control and motivate students in an extended care program
- Must have a spirit of cooperation and complete loyalty to the administration and pastoral staff
- Well prepared for the challenges and excitement of the day

Responsibilities

- Provide a safe and fun Christ like atmosphere
- Enforce established policies and procedures to maintain control
- Supervise and balance the downtime and the study time
- Understand and implement NC Child Care Requirements
- Learn by name and face the parents of the students
- Monitor campus movement
- Attend staff and other team meetings
- Attend all school programs and show support of our athletic and Fine Arts programs
- Attend all regularly scheduled BBC services and show support to a specific ministry

Position Details

- Must be a born-again Christian with a biblical worldview
- Must be a faithful member of a Bible believing, conservative church
- Must be willing to comply with appropriate and modest dress and appearance standards
- Applicants would start at an hourly rate of \$7.25 an hour ; with increases based on performance
- Several holidays off during the school year
- Contact Miss Vonda Chapman at 910.868.2511 or vchapman.bbc@gmail.com for more information
- Serious applicants should drop off a complete non-faculty employment application with an attachment indicating their hours and days of availability