

Job Description for a Temporary K-5 Teacher at UUCGT

* Teaches the RE program for K-5 children on Sunday morning during the worship service. Will be available at the church at least one half hour before the first service and remain through the coffee hour to greet and communicate with families.

*Prepares weekly lesson and worship activity (story or other activity for all ages to be included during the week's Sunday service) for children K-5 using RE Committee-provided materials.

*Works with Sunday Services Committee to ensure that the weekly activity or story is in-line with the overall worship theme for the month as well as the planned worship theme/topic for that specific week.

*Maintains UUCGT's RE curricula library and program materials

*Keeps receipts of materials purchased and submits them for reimbursement in keeping with the annual budget

*Keeps a database of the children enrolled in the program using UU-designated forms

*Keeps enrollment and attendance records for each Sunday

Education, Training, and Skills:

Bachelor's degree (B.A) from a four-year college or university or an equivalent combination of education, training and experience; one to two years teaching experience in an religious education or other educational setting.

Personal Profile:

- Strong interpersonal abilities
- Good verbal and written communication skills
- Ability to work cooperatively with others
- Experience in a teaching or training environment preferred
- Experience in curriculum design and /or integration of curriculum in relation to early childhood development, or elementary education preferred
- Working knowledge of the Internet, experience in using email, and word processing software.

Job Scope:

2 hours for Sunday services (10:00-12:00 Sunday) and 3 hours prep time for a total of 5 hours weekly at \$15.00 hour