

Faithbridge Church



POSITION
DESCRIPTION

Position Assignment:

- **Title:** MDO Teacher
- **Staff Grade:** Part-time (Hourly, 12-15 hours per week, Non-Exempt)
- **Accountability:** Reports to Kids Ministry Director
- **Ministry/Dept.:** Kids Ministry

Summary of Position:

The Faithbridge MDO Teacher provides ministry to families and children on Mondays and Wednesdays, ensuring a Christ-centered, safe, and enriching environment for kids ages infant-5 years. The MDO team consists of the MDO Director, the MDO Teachers, and the MDO Assistant Teachers.

Purpose:

To provide high quality and excellent service, with the right heart attitude, offering a high level of coordination to the Kids Ministry. In doing so, the mission and vision of Faithbridge can be carried out at all times.

Duties & Responsibilities:

- **Spiritual Leadership:** Be a fully devoted follower of Christ, dedicated to the ministry and teaching of children.
- **Safety and Experience:** Ensure a safe, fun, and educational experience for all children enrolled in the MDO program.
- **Curriculum Development:** Prepare and execute age-appropriate, play-based learning opportunities in alignment with monthly themes and age-specific milestones provided by Faithbridge MDO.
- **Environment Management:** Maintain a Christ-centered, positive, and nurturing environment within the classroom.
- **Parent Communication:** Communicate with parents on a monthly basis, providing updates on their child's progress and classroom activities.
- **Classroom Maintenance:** Help maintain a clean and organized classroom, working closely with the FB Kids Ministry for shared space coordination.
- **Independent Planning:** Work independently to plan for your class, following the provided guidelines and ensuring that learning objectives are met.
- **Flexibility:** Understand that this job description is not all-inclusive and can be modified verbally or in writing by the employee's supervisor.

Organization Relationship:

This position shall be directly accountable to the Kids Ministry Elementary Director. There is also extended accountability to the Kids Ministry Director and Executive Pastor of Stewardship and Next Gen Ministries. This position will have contact with church attendees, paid staff, parents, and outside vendors.

Working Conditions:

This is an hourly and part-time position (12-15 hours per week), with a regular weekly schedule determined with the Kids Ministry Director. The job runs August-May, Mondays in the summer if needed. For the work location, preparation may be done off-campus, with on-campus presence required during MDO hours.

Needed Attributes:

Strong interpersonal skills, keen initiative, extremely detailed oriented, outstanding organizational skills, ability to use discernment in making decisions, and a team player. Spiritual gifts of administration, serving, creativity, leadership, and exhortation are helpful.