



PREPARING NEXT GENERATION LEADERS FOR CHRIST

Christian Preschool Assistant Needed

Harbor Light Christian School is seeking a part-time, loving individual to work in our preschool program! The current shift is three days and a total of 9-16 hours per week. However, an increase in hours and days may be an option later in the school year. It is preferred but not required that candidates have experience in a childcare setting. Candidates must have excellent communication skills, be team-oriented, and exhibit professionalism.

General Qualification; The applicant should...

- Be a mature, sincere Christ-follower, who feels called to work with children.
- Be an active member of a Bible-believing church.
- Warmly communicate and partner with other teachers, administrators, and parents to ensure student success through teamwork and shared wisdom.
- Cooperate with the administration in implementing all policies, procedures, and directives governing the operation of the school.
- Assist in maintaining a clean, attractive, well-ordered classroom.
- Contribute to the general improvement of the school program and mission advancement.
- Model a consistent daily walk with Jesus Christ in speech, actions, attitudes.
- Set an example of the importance of prayer, Bible study, witnessing, and unity in Christian fellowship.
- Follows Matthew 18 principle in dealing with students, parents, administration, and staff.
- Model flexibility. Harbor Light is a pre-k-12 self-contained school with many variables changing our daily routine. Staff at HLCS are a team, and as such can be called upon to assist in various areas of the building when needed.

Harbor Light Christian School has the mission of “Preparing next-generation leaders for Christ.” Our calling is not to simply educate the child’s mind, but to help build their Christian character. Are you ready to join our team?

Send resume and cover letter to
Kelly Dutcher, Administrator
kdutcher@harborlight.org
231-347-7859
Harbor Light Christian School
8333 Clayton Road
Harbor Springs, MI 49740

Posting deadline until filled

Start date: **October 2020**