

Position: The Academy – Substitute Teacher

Job Location: Arden, NC

Position Type: Part-time (25 hours) or Full-time (Up to 40 hours)



Summary of Position: As an Substitute Teacher at The Academy at Biltmore Church, you will serve as an initial replacement for the unplanned absence of another staff member, ensuring continuity in high-quality child development and learning. This role is ideal for a flexible, passionate educator who values child development. The Substitute Teacher will step into roles as needed, taking full responsibility for maintaining a supportive and enriching learning environment.

Essential Qualities and Qualifications:

- Minimum of 1-2 years of professional child care experience is preferred
- High School Diploma or GED and significant college credit in early childhood education or related field.
- A personal and active relationship with Jesus Christ modeled by a commitment to supporting the vision, leadership and beliefs of Biltmore Church.
- A Christ-like testimony that is displayed inside and outside the workplace.
- An expressed passion and calling for serving Jesus in a Kingdom-minded, fast-paced, local church setting.
- Active involvement and membership in a local Bible teaching, Gospel centered church that aligns with the mission and values of Biltmore Church.
- Demonstrates initiative with an ability to work effectively apart from close supervision.
- Proficient in both written and verbal communication.
- Highly organized, team-player, fast learner, committed to excellence

Essential Responsibilities:

- **Implement Curriculum and Classroom Activities**
 - Coordinate and execute the educational curriculum by developing and delivering classroom activities based on developmentally appropriate practices and early learning standards.
 - Plan and lead individual and group activities that are age-appropriate to actively engage children and support their social, cognitive, and emotional growth.
- **Model and Support Staff Development**
 - Lead by example, encouraging success among other staff through active modeling and coaching.
 - Foster a collaborative environment where teaching staff can learn and grow in their roles.
- **Maintain Effective Parent Communication**
 - Communicate regularly with parents through electronic communication tools (such as Brightwheel) to provide updates on children's progress and classroom activities.
- **Ensure Compliance with Policies and Regulations**
 - Adhere to all church policies and state regulations, ensuring a safe, compliant, and high-quality environment for children.
- **Promote a Healthy Classroom Environment**
 - Maintain appropriate hygiene and cleanliness standards in the classroom to support a healthy and safe learning space.
 - Ensure the safety and security of all children in your care at all times.
- **Other duties as assigned or needed.**