

Thank you for your interest in serving on our *University Covenant Church Nursery School* staff team! In order to provide a safe Christian environment for all students, as well as comply with the childcare regulations set by the State of California Department of Social Services, we must ensure that all UCNS personnel meet the requirements outlined below.

UCNS Teacher's Aide Requirements

1. A current TB test (taken within one year),
2. A completed physician's health report assuring that you are in good physical health and have no physical conditions that could limit your ability to fulfill your job duties,
3. Transcripts showing a minimum of 6 completed Early Childhood Education units,
4. A completed DOJ & FBI criminal background clearance on file (UCNS will reimburse staff for the \$93.00 live scan fingerprinting fee.),
5. A completed W-9 form,
6. A completed UCNS Statement of Faith, and
7. A signed one-year UCNS Staff Contract.

UCNS Head Teacher Requirements

All Teacher's Aide requirements listed above, in addition to having completed a minimum of *12 Early Childhood Education (ECE) units*. These 12 units must include coursework in three specific ECE areas: General Child Development, Children, Families & Communities, and ECE Program/Curriculum. Course descriptions and transcripts are needed in order to determine whether or not ECE units meet the CA Childcare Licensing requirements. Official transcripts must be kept on file at UCNS. Head teacher applicants must also provide proof of having at least 6 months supervised experience working or volunteering in a licensed child care center or comparable group child care program.

UCNS Schedule

All UCNS staff are required to be on-site Tuesday, Wednesday & Thursday from 8:30AM-1:00PM.

Four-Day Pre-K staff are also required to be on-site Mondays from 8:30AM-1:00PM.

Additional hours are required for collaboration, prepping, staff meetings, & professional development.

UCNS Pay Schedule

Starting Head Teacher: \$16.00 per hour

Starting Teacher's Aide: \$11.67 per hour

Amy Duffy
UCNS Director
amduffy@sbcglobal.net

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