

CURRENT SECC JOB OPPORTUNITIES

Southeastern California Conference of Seventh-day Adventists

June 1, 2026

Southeastern California Conference is a religiously qualified Equal Opportunity Employer, with the right to prefer Seventh-day Adventists in hiring. It is our policy to recruit and promote all jobs based on merit, qualifications, competence, attitude, and spiritual commitment. No aspect of employment shall be influenced by race, color, national origin, sex, age, or handicap.

Conference Office

SECC BLACK MINISTRIES

Administrative Assistant. Full-time. Non-exempt. This position provides comprehensive clerical support to the Vice President for Black Ministries and the various ministries under the Vice President's oversight. It involves working directly and closely with the Vice President to facilitate effective communications with the pastors and churches within the department's scope of responsibility of the department. This role also includes arranging and managing logistics for special events hosted by the department. The ideal candidate is able to work independently and maintain confidentiality. Computer literacy; Microsoft Office Suite (Word, Excel, PowerPoint, etc.) is required. Canva or Adobe Creative Suite is preferred. Experience with digital newsletter platforms (e.g. Mail Chimp, Constant Contact) and basic graphic design tools is highly preferred. Knowledge of SDA Church structure is a plus.

Please click the following link to start the application process: <https://seccsda.bamboohr.com/careers/59>

Hourly Rate: \$24.70 per hour to \$32.36 per hour

Ministry Operations Assistant. Part-Time. Temporary. This position provides administrative, logistical, and event support for Black Ministries and Adventist Community Services. The role assists with clerical duties, communications distribution, supply coordination, event preparation, registration materials, and on-site event support to help ensure ministry programs and department activities run smoothly. The position also supports ministry communications by capturing photos, short video content, and behind the scenes moments during events and preparations. The ideal candidate is flexible, organized, and proactive, with a willingness to assist where needed, including running errands, supporting event setup, and being available for some weekend ministry events.

Please click the following link to start the application process: <https://seccsda.bamboohr.com/careers/66>

Hourly Rate: \$22.00 per hour to \$25.00 per hour

SECC COMMUNICATIONS & MEDIA

Communications & PR Specialist. Full-time. Non-exempt. This position emphasizes support and execution of communications initiatives, focusing on project management, creative content development, writing, editing and social media presence for the conference. Functions as writer and project coordinator for conference publications including the Pacific Union Recorder, Conference Connections, and email newsletter. Responsible for general communication to inquiries from social media, email and phone calls which includes interacting frequently with church leaders, institution administrators, and the public. Assists the department with clerical, as well as other communication projects. The ideal candidate is highly organized, exhibits technical literacy, and thrives in a fast-paced environment with a keen ability to problem solve. Knowledge in photography, graphic design, web design and content management is required. Some weekend work may be required.

Please click the following link to start the application process: <https://seccsda.bamboohr.com/careers/58>

Hourly Rate: \$29.04 per hour to \$34.61 per hour

Children's Centers

For hourly school positions, please complete and send the Education Application to the contact listed in the posting.

Education Application: [Certificated Application fillable 9-17-19.pdf \(seccadventist.org\)](#)

LOMA LINDA ACADEMY CHILDREN'S CENTER

Preschool Teacher. On-Call. Loma Linda Academy Children's Center is looking for a qualified candidate who can promote children's socio-emotional development and spiritual and mental health and prepare them for school readiness. A preschool teacher must have great love and patience for children and understand the science behind the "play to learn" curriculum. The ideal teacher will be able to anticipate a child's needs and be a self-starter. Applicants must have a minimum of 12 core early childhood units. If interested, please submit letter of interest, resume, and completed SECC Employment Application to Mariana Mitroi, Children's Center Director, at mmitroi@lla.org

Remuneration: \$20.64 per hour

Preschool Teacher. Part-time. LLACC is seeking a caring, dependable, and enthusiastic Part-Time Preschool Teacher to support the growth and development of young children in a safe, nurturing, and faith-based environment. This role involves implementing age-appropriate lesson plans (including daily worship), fostering social-emotional development, and engaging children through intentional teaching and play. The ideal candidate has experience working with young children, demonstrates a strong understanding of child development, and can build positive relationships with children, families, and staff. Classroom placement (Infant, or Preschool) will be determined based on experience and center needs. This position requires adherence to California Community Care Licensing (Title 22) regulations, collaboration with the teaching team, and ongoing communication with families regarding children's progress and development.

Please click the following link to start the application process: <https://seccsda.bamboohr.com/careers/62>. For more information you can contact Mariana Mitroi, Children's Center Director, at mmitroi@lla.org.

Pay Range: \$18.03 – \$26.01 per hour

MESA GRANDE ACADEMY CHILDREN'S CENTER

Preschool Teacher. On-Call. Mesa Grande Academy Children's Center is looking for an on-call, fully qualified teacher who loves working with children and their families. Candidates must be able to work cooperatively with others. Requirements include a minimum of 12 core units in Early Childhood Education. Prior preschool teaching experience, an AA or BA in ECE is highly preferred. Please send your resume to gloria.luna@mgak-12.org.

Remuneration: \$16-\$25 per hour depending on years of experience and units/degree.

EDUCATION DEPARTMENT

2025-2026 School Year

For hourly school positions, please complete and send the Education Application to the contact listed in the posting.

Education Application: [Certificated Application fillable 9-17-19.pdf \(seccadventist.org\)](#)

LA SIERRA ACADEMY

Maintenance Worker. Full-time. La Sierra Academy is seeking a full-time Maintenance Worker to help keep our campus safe, functional, and welcoming for students and staff. In this hands-on role, this position is responsible for the day-to-day upkeep of school buildings, grounds, and equipment. Duties include executing a structured maintenance schedule with daily, weekly, and seasonal tasks such as classroom inspections, pest control, and power washing, along with performing basic repairs in minor electrical, plumbing, carpentry, and HVAC. Coordinating with outside vendors — licensed electricians, plumbers, and HVAC technicians — will be a key part of the job, as will obtaining competitive quotes for contracted work. Strong organizational skills are a must, for management of inventory, tracking expenditures, and remaining responsive to ongoing communications. The position requires the ability to lift up to 50 pounds and ability to work both indoors and outdoors. A high school diploma or equivalent is required, and prior experience in building maintenance or a related trade is preferred. If interested, please submit letter of interest, resume, and completed SECC Employment Application to Liz Gray, Principal, at lgray@lsak12.com.

Remuneration: \$20.62–\$31.55/hour depending on experience.

LOMA LINDA ACADEMY

Desktop Support Technician. Full-time. The Loma Linda Academy IT Department is looking for a desktop support technician that can provide basic desktop support to the Academy's Windows, Mac, Chrome OS, iOS, and Android devices. The technician should be comfortable with troubleshooting devices and common IT issues in a school and office setting. Additional responsibilities include supporting audio/visual technologies, deploying and organizing technology assets, and assisting with software support. They should also be able to provide excellent customer service to all clients and users in a timely fashion. For more information or to submit a resume, please contact Duane Tan at dtan@lla.org

Remuneration: \$23.16 - \$30.07 per hour

Grounds Technician. Full-time. The Loma Linda Academy Plant Services Department is looking for an experienced grounds technician. The ideal candidate will have at least 1 - 2 years of grounds experience with knowledge of use and maintenance of lawn mowers, trimmers, edgers, computerized sprinkler controllers, and small power equipment. A high school diploma is required. This person will be responsible for grounds maintenance of school facilities and grounds. For information, please contact Gerson Gutierrez, Plant Services Director, at (909) 796-0161 x 3700 or by email at ggutierrez@lla.org.

Remuneration: \$17.63 - \$24.54 per hour

Senior Maintenance Technician. Full-time. The Loma Linda Academy Plant Services Department is looking for an experienced maintenance technician. The ideal candidate will have at least 2-3 years of maintenance experience with knowledge of a trade, such as carpentry, electrical, plumbing, or concrete. A high school diploma is required. This person will be responsible for general maintenance of school facilities and grounds. For more information, please contact Gerson Gutierrez, Plant Services Director, at (909) 796-0161 x3700 or by email at GGutierrez@lla.org.

Remuneration: \$22.46 - \$29.03 per hour

System Administrator. Full-time. The Loma Linda Academy IT Department is looking for a qualified system administrator to join their IT team. LLA is a large campus environment with over 1400 users and 1000+ workstations, consisting of two sites. It is highly recommended that the applicant has experience with administration of Microsoft Exchange, Office 365, Microsoft Active Directory and Entra ID, Windows Server, and MacOS Server. In addition, the candidate should be proficient at supporting Windows, MacOS, IOS, ChromeOS, Microsoft Office, and Adobe. Real world experience with VMware's ESXi platform is a big plus. Candidates should possess strong networking skills, preferably on Cisco hardware. And be committed to providing quality service in a Christ-centered institution. For more information, or to submit resume, please contact Duane Tan at dtan@lla.org
Remuneration: \$27.30 to \$34.21 per hour.

EDUCATION DEPARTMENT

2026-2027 School Year

CALEXICO MISSION SCHOOL

Grade 3-4 Elementary School Teacher. Full-time. Calexico Mission School is seeking a caring, creative, energetic, and collaborative individual. Interested individuals should be knowledgeable about the best practices for primary grades and standards-based instruction. In addition, the ideal candidate will demonstrate a commitment to nurturing elementary students spiritually, academically, and socially and a personal lifestyle in keeping with SDA principles. Applicants must have at least a bachelor's degree and NAD teacher's certification with an endorsement in elementary education. Please click the following link to start the application process: <https://seccsda.bamboohr.com/careers/63>. For more information you can contact Theresa Alvarez-Diaz, Principal, at principal@calexicomissionschool.org.

Remuneration: \$56,862 - \$80,548 depending on years of experience and NAD Certification

DESERT ADVENTIST ACADEMY

Lower Elementary Multigrade Teacher. Full-time. Desert Adventist Academy is seeking for a caring, creative, energetic, and collaborative educator for a full-time lower elementary multigrade teaching position at our Christ-centered, two-teacher school serving 30 students. The ideal candidate will have a strong knowledge of best practices for primary grades and standards-based instruction, the ability to differentiate learning across multiple grade levels, and the flexibility and classroom management skills needed to thrive in a multigrade setting. We are looking for someone with a genuine passion for building meaningful relationships with students and families, and a commitment to nurturing children spiritually, academically, socially, and emotionally within a close-knit Christian community. Applicants must be a Seventh-day Adventist church member in good standing, hold a bachelor's degree, and hold a current NAD Teacher Certification with endorsement in Elementary Education, or be committed to obtaining certification. Please click the following link to start the application process: <https://seccsda.bamboohr.com/careers/64>. For more information, please contact Oscar Olivarria, Associate Superintendent of Schools, at oscar.olivarria@seccsda.org.

Remuneration: \$56,862 - \$80,548 depending on years of experience and NAD Certification

LOMA LINDA ACADEMY

Administrative Assistant – Full-Time : Loma Linda Academy Elementary School is seeking a qualified candidate to work as a team with the elementary office administration and staff. This position provides administrative, clerical, communication, and operational support to the Elementary School Administration and serves a key role in supporting the work of the administrative team. The Elementary Administrative Assistant assists with daily office operations, parent and student communication, substitute support, school events, classroom supply coordination, records, schedules, and other administrative needs. This position serves as a primary point of contact for students, parents, staff, visitors, and substitutes, and is expected to maintain confidentiality, professionalism, organization, and a supportive office environment. The Elementary Administrative Assistant upholds the mission and values of Loma Linda Academy. The ideal candidate will have excellent customer service and interpersonal skills, the ability to manage multiple tasks, and be organized and attentive to details.

Please click the following link to start the application process: <https://seccsda.bamboohr.com/careers/68> . For more information, you can contact Blanca Calixto, Elementary School Principal, at bcalixto@lla.org.

Hourly Rate: \$23.43/hr - \$29.46/hour

Elementary Vice Principal for Student and Spiritual Life. Full-time. 12-Month. Loma Linda Academy is seeking a student-centered, organized, and collaborative individual to serve as Vice Principal for Student and Spiritual Life. The candidate should demonstrate a commitment to nurturing a safe and supportive environment where students grow socially, emotionally, and spiritually. This position oversees student behavior and attendance policies, supports student wellness and engagement, mentors student leaders, and helps coordinate student activities and campus events. In collaboration with the principal, this individual also leads out in the planning of chapels, spiritual programs, and outreach opportunities that contribute to the overall spiritual rhythm of student life. Applicants must have at least a bachelor's degree and SDA teacher certification. A minimum of 5 years of teaching experience is required, with leadership or administrative experience strongly preferred. A master's degree in administration or educational leadership is preferred. Please click the following link to start the application process: <https://seccsda.bamboohr.com/careers/61>. For more information you can contact Blanca Calixto, Principal, Elementary School Principal at bcalixto@lla.org.

Remuneration: \$59,878 - \$84,786 depending on years of experience and NAD Certification

Junior High Boys P.E. Teacher Plus Additional Classes Based on Certification, Experience, and Expertise. Full-time. Loma Linda Academy is seeking a Junior High Boys P.E. teacher to serve as a Christ-centered educator who supports the mission of Loma Linda Academy by providing high-quality instruction, fostering student growth, and contributing to a safe, supportive, and collaborative learning environment. The teacher demonstrates strong knowledge of curriculum, classroom management, and effective instructional practices aligned with standards-based education. As a member of the faculty, the teacher is expected to model Christian values in word and action, work collaboratively with colleagues through Professional Learning Communities, and support the spiritual, academic, social, and physical development of students. Teachers are also expected to fulfill assigned responsibilities both inside and outside the classroom. Minimum of a bachelor's degree in education, single subject for secondary or BA in Elementary Education or equivalent. NAD Teacher Certification with endorsement in relevant subject area.

Please click the following link to start the application process: <https://seccsda.bamboohr.com/careers/47>. For more information you can contact Amy Sovory, Junior High School Principal, at asovory@lla.org.

Remuneration: \$56,862 - \$80,548 depending on years of experience and NAD Certification

Strings Teacher. Part-time. Seeking an experienced strings teacher to teach 1st – 12th grade strings. The Strings Teacher serves as a Christ-centered educator who supports the mission of Loma Linda Academy by providing high-quality instruction, fostering student growth, and contributing to a safe, supportive, and collaborative learning environment. The teacher demonstrates strong knowledge of curriculum, classroom management, and effective instructional practices aligned with standards-based education. As a member of the faculty, the teacher is expected to model Christian values in word and action, work collaboratively with colleagues through Professional Learning Communities, and support the spiritual, academic, social, and physical development of students. Please click the following link to start the application process: <https://seccsda.bamboohr.com/careers/67>. For more information, you can contact Amy Sovory, Junior High School Principal, at asovory@lla.org.

Remuneration: \$32,430 - \$45,931 depending on years of experience and NAD Certification.

Teacher's Aide/Supervisor/Crossing Guard. Part Time. Loma Linda Academy is seeking patient, flexible, caring, and energetic candidates for a part time Teacher's Aide/Supervisor/Crossing Guard. The position requires candidates to work closely with a classroom lead teacher in following lesson plans and working with small groups of students in and out of the classroom. Teacher Aide must love to work with younger students. The ability to work as a team member is highly valued and essential. If interested, please submit a resume and references to Rachel Romero, Elementary Vice Principal at rromero@lla.org
Remuneration: \$17.97/hr - \$20.74/hr

ORANGEWOOD ACADEMY

Teacher's Aide. Part-time. Orangewood Academy is seeking a part-time Teacher's Aide to support a multi-grade classroom in a caring, Christ-centered school community. The Teacher's Aide will work closely with the lead teacher to support daily instruction, assist with small groups, provide supervision, and help foster a positive learning environment. The ideal candidate is patient, flexible, dependable, and a team player who genuinely loves working with children and is committed to supporting students' academic, social, and behavioral growth. If interested, please email your resume and references to Zaidy Olivarria, Principal, email: zolivarria@orangewoodacademy.com
Remuneration: \$17.63 - \$20.39

REDLANDS ADVENTIST ACADEMY

High School English Teacher. Part-time. Seeking a caring, collaborative and experienced High School English teacher who is knowledgeable, organized and passionate about student achievement and success. The position requires the love of young people and a willingness to serve others and minister through education. The candidate will possess a love for teaching and leading students to Christ. Along with the skills of a master teacher, we are seeking someone that is dynamic, creative, and will bring energy to our team. Strong communication skills along with timely grading and feedback are also an important factor for this position. An SDA teaching certificate with an endorsement in English is preferred. Please click the following link to start the application Process: <https://seccsda.bamboohr.com/careers/37>. For more information you can contact Bill Arnold, Principal, at barnold@redlandsacademy.org.
Remuneration: \$16,412 - \$38,544 depending on years of experience and NAD Certification