CURRENT SECC JOB OPPORTUNITIES

May 20, 2025

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.

Churches

Employment Applications may be downloaded from Employment_Application - writable.pdf (seccadventist.org)

SOUTH BAY SDA CHURCH

Children's Ministry Coordinator. Part-Time. The South Bay SDA Church is seeking a passionate and organized Children's Ministry Coordinator to lead and grow our ministry to children and families. Key responsibilities include planning, coordinating, and overseeing weekly children's ministry programs (e.g., Sabbath School, midweek gatherings, special events). Preferred background in education, child development, or ministry leadership. If interested, please send your resume and application to Pastor Raymond Sasa at Raymond.sasa@seccsda.org.

Remuneration: \$23.45 per hour - \$29.30 per hour

Children's Centers

For all <u>school</u> positions, please complete and send the Education Application to the contact listed in the job posting.

Education Application: Certificated Application fillable 9-17-19.pdf (seccadventist.org)

AZURE HILLS CHILDREN'S CENTER

Preschool Teacher. Part-Time. Candidates must have an understanding of child development and must be able to work cooperatively with others. Requirements include a minimum of 12 core units in Early Childhood Education and prior preschool teaching experience. A degree in ECE is highly preferred. Please send resume to director@azurehillspreschool.org

Remuneration: \$16-\$25 per hour depending on years of experience

LA SIERRA ACADEMY CHILDREN'S CENTER

Preschool Teacher. Part-Time. Candidates must have an understanding of child development and 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 resume to glopez@lsak12.com.

Remuneration: \$16-\$25 per hour depending on years of experience

LOMA LINDA ACADEMY CHILDREN'S CENTER

Preschool Teacher. On-Call. Loma Linda Academy Children's Center is 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 **Hourly rate**: \$16.78 per hour - \$21.14 per hour

MESA GRANDE ACADEMY CHILDREN'S CENTER

Assistant Director. Full-time. Mesa Grande Academy Children's Center is looking for a full-time, fully qualified teacher who can also serve as the assistant director. We are looking for a candidate who loves working with children and their families, is passionate about early childhood education, and has exceptional leadership qualities. Candidates must have an understanding of child development, licensing, Title 22, and must be able to work cooperatively with others in a leadership position. Requirements include a minimum of two years working in an ECE center and an AA or BA in ECE.

Please send your application and resume to gloria.luna@mgak-12.org.

Hourly rate: \$25 per hour -\$27 per hour

Preschool Teacher. Part-Time. Mesa Grande Academy Children's Center is looking for a part-time, fully qualified teacher who loves working with children and their families. Candidates must have an understanding of child development and 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.

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

EDUCATION DEPARTMENT 2024-2025 School Year

For all <u>school</u> positions, please complete and send the Education Application to the contact listed in the job posting.

Education Application: Certificated Application fillable 9-17-19.pdf (seccadventist.org)

LA SIERRA ACADEMY

Teacher's Aide/Supervision. Part-Time. La Sierra Academy is seeking candidates with flexible schedules who are willing to fill in for any of our teacher's aides, drop-off/pick-up supervision, and recess supervisors. We are looking for a team player to join our staff who shares a desire to work in our ministry with young people. Please send resumes to Mrs. Karsten at wkarsten@lsak12.com

Hourly rate: \$16.00 per hour

LOMA LINDA ACADEMY

Accountant. Full Time. The ideal candidate must have general knowledge and understanding of accounting procedures. Prefer 2+ years of accounting-related experience or an equivalent combination of education and training. Must have experience with Excel and Word. Main responsibilities will include billing and collections, month-end reconciliations, and data entry for the Advancement Department. For information, please contact Claudia Hernandez, Assistant Business Administrator, at (909) 796-0161 x 3351 or by email at chernandez@lla.org. Hourly Rate: \$25.84 per hour - \$30.54 per hour

Maintenance Technician. Hourly Full-time. The Loma Linda Academy Plant Services Department is looking for a maintenance technician with 1-2 years of related experience in maintenance or grounds operations. A high school diploma is required. This person will be responsible for general 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.

Hourly rate: \$19.80 - \$26.51 per hour

MESA GRANDE ACADEMY

Day Care Supervisor. Part-time. Mesa Grande Academy is seeking a part-time afternoon recess and after school supervisor. Work hours are from 1:00 – 6:00 pm (M-Th) and 12:30 – 4:00 pm (Fri). The ideal candidate will provide both structured and unstructured activities for students, be patient, punctual, observant and safety minded. Must have appropriate discipline processes and be comfortable administering them. For further information or to arrange for an interview, please contact Alfred Riddle at (909) 795-1112 x101 or email your resume to Alfred.riddle@mgak-12.org. **Hourly rate:** \$18.00 per hour

EDUCATION DEPARTMENT 2025-2026 School Year

For all <u>school</u> positions, please complete and send the Education Application to the contact listed in the job posting.

Education Application: Certificated Application fillable 9-17-19.pdf (seccadventist.org)

ESCONDIDO ADVENTIST ACADEMY

High School Math Teacher. Full-time. Escondido Adventist Academy is seeking an experienced individual who demonstrates a commitment to nurturing young people while encouraging them to learn Algebra 1, Algebra 2, Geometry, Pre-Calculus, and AP Calculus. In addition, this candidate will be available to provide student support and engage in the school culture as a class sponsor leading in keeping with Christian principles. Applicants must have a bachelor's degree and NAD teacher's certification. To apply, please submit your resume, SECC Certificated Application, and spiritual commitment to Darena Shetler, EAA Principal K-12, at dshetler@eaaschool.org or candidates may also call, text, voicemail her at 951-294-4924.

Remuneration: \$62,764-\$88,868 depending on years of experience and NAD Certification.

LA SIERRA ACADEMY

History Teacher – Grades 9-12. Full-time. Seeking an experienced History teacher who is a dedicated, innovative, and collaborative professional with strong communication skills, capable of developing successful relationships with students, staff, and the community. The ideal candidate will provide standards-based history instruction to high school students in a classroom setting. The history teacher at La Sierra Academy will teach United States History, Government, Economics, and other classes, depending on certification and ability. In addition to excellent teaching skills, the ideal candidate will demonstrate a commitment to contributing and participating in a thriving and active campus life, and a personal lifestyle in keeping with SDA principles. Applicants must have at least a bachelor's degree and an NAD Teacher Certification. To apply, please submit your resume, SECC Certificated Application, and spiritual commitment to Elizabeth Muñoz Beard, CC-12 Principal, at emunoz@lsak12.com. Remuneration: \$55,380-\$78,416 annually depending on years of experience and NAD Certification.

Spanish/Religion Teacher – Grades 9-12. Full-time. Seeking an experienced Spanish/Religion teacher who is a dedicated, innovative, and collaborative professional with strong communication skills, capable of developing successful relationships with students, staff, and the community. The ideal candidate will provide standards-based Spanish and Religion instruction to high school students in a classroom setting. The Spanish/Religion teacher at La Sierra Academy will teach Spanish I, Spanish II, Religion 9th/10th, Religion 11th, and other classes, depending on certification and ability. In addition to excellent teaching skills, the ideal candidate will demonstrate a commitment to contributing and participating in a thriving and active campus life, and a personal lifestyle in keeping with SDA principles. Applicants must have at least a bachelor's degree and an NAD Teacher Certification. To apply, please submit your resume, SECC Certificated Application, and spiritual commitment to Elizabeth Muñoz Beard, CC-12 Principal, at emunoz@lsak12.com.

Remuneration: \$55,380-\$78,416 annually depending on years of experience and NAD Certification.

LOMA LINDA ACADEMY

Chemistry Teacher – Grades 9-12. Full-time. Seeking an experienced Chemistry teacher who is a dedicated, innovative, and collaborative professional with strong communication skills, capable of developing successful relationships with students, staff, and the community. The ideal candidate will provide standards-based science instruction to high school students in a classroom and laboratory setting. In addition to excellent teaching skills, the ideal candidate will demonstrate a commitment to contributing and participating in a thriving and active campus life, and a personal lifestyle in keeping with SDA principles. Applicants must have at least a bachelor's degree and an NAD Teacher Certification. To apply, please submit your resume, SECC Certificated Application, and spiritual commitment to Robin Banks, High School Principal, at rbanks@lla.org.

Salary: \$55,380-\$78,416 annually depending on years of experience and NAD Certification.

Elementary School Teacher. Full-time. Loma Linda Academy 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. To apply, please submit your resume, SECC Certificated Application, and spiritual commitment to Blanca Calixto, Elementary School Principal, at bcalixto@lla.org

Salary: \$55,380-\$78,416 annually depending on years of experience and NAD Certification.

Girls Physical Education/Health Teacher – Grades 9-12. Full time. Seeking an experienced Female Physical Education and Health teacher who is a dedicated, collaborative professional with strong communication skills who can develop successful relationships with students, staff, and our community. The ideal candidate will provide Physical Education instruction to high school students in a gym or field setting, supervise the girls' locker room, and teach health classes in a classroom setting. This role is currently planned to teach 3 PE and 3 Health classes. Applicants must have at least a bachelor's degree and an NAD Teacher Certification. To apply, please submit your resume, SECC Certificated Application, and spiritual commitment to Robin Banks, High School Principal at rbanks@lla.org.

Salary: \$55,380-\$78,416 annually depending on years of experience and NAD Certification.

Junior High Vice-Principal and Registrar. Full-time. Seeking a collaborative leader who is detail oriented and has a passion for working with young people. The vice-principal supports the junior high administrative team in creating a safe and supportive environment for all students, helping with the implementation of curriculum, and supporting staff with a variety of initiatives and day-to-day needs. Responsibilities include student discipline, fostering a well-balanced environment that promotes spiritual and academic growth while providing opportunities for service, social development, and physical activity as well as overseeing various aspects of student life. The ideal candidate will demonstrate exceptional management and leadership abilities, strong interpersonal skills, and a proven capacity to build and maintain positive relationships with students, families, staff, and other stakeholders. They will uphold the school's mission and model the highest standards of professional and collegial conduct. Applicants must have at least a bachelor's degree and NAD Teacher Certification; Administrator Certification and master's degree preferred. If interested, submit a letter of interest, resume, and a copy of the completed SECC Employment Application to Amy Sovory, Junior High Principal, at asovory@lla.org.

Remuneration: \$58,266-\$82,550 depending on years of experience and NAD Certification

School Nurse. TK-12. Full-time. Loma Linda Academy is seeking a qualified candidate to work as a team with the TK-12 faculty and staff. The school nurse is responsible for overseeing the health office and promoting the well-being of students at Loma Linda Academy. They will provide personalized care to students from diverse backgrounds, addressing their individual health needs and concerns. Responsibilities will include delivering basic first-aid to students, administering prescribed medications, maintaining accurate health records and ensuring compliance with state and local health regulations. The candidate should be a licensed registered nurse or licensed vocational nurse in the state of California. Interested candidates, please send resume and SECC application for classified employees to Sarah Bibb, Executive Coordinator for the Head of Schools Office, at sbibb@lla.org

Hourly rate: \$28.53 per hour - \$33.22 per hour

Strings Teacher – Elementary and Junior High. Part-time. Seeking an experienced strings teacher to teach Elementary and Jr. High strings and lead out in planning and presenting performances. The ideal candidate will demonstrate a commitment to contributing and participating in a thriving and active campus life and a personal lifestyle in keeping with SDA principles. Applicants must have at least a bachelor's degree in education, music, or related field. Endorsement in music preferred. Interested individuals should submit letter of interest, resume, SECC Certificated Application and Spiritual Commitment to Amy Sovory, Junior High School Principal at asovory@lla.org. Salary: 72% - 102% (\$53,742-\$76,154) depending on years of experience and NAD Certification.

MESA GRANDE ACADEMY

Art Teacher – Part-time (FTE: 40% - 50%). Mesa Grande Academy is seeking a part-time art teacher beginning with the 2025-2026 school year. The teaching duties include:

- Art 1 Intro to Intermediate Art 4 classes/wk
- Art 2 Intermediate to Advanced Art 4 classes/wk
- K 8 Art 1 class each grade per week

We are looking for enthusiastic candidates who are skilled in facilitating creative lessons for elementary through high school students. Candidates must be able to encourage and motivate students in positive ways as they help students learn to think well and pursue excellence in art! Mesa Grande Academy is a family-oriented school with a tradition of strong academics in a supportive environment. For further information or to arrange for an interview, please contact Alfred Riddle at (909) 795-1112 x101 or email your resume, SECC Certificated Application and Spiritual Commitment to alfred.riddle@mgak-12.org.

Salary range: \$19,642 - \$39,215 annually depending on years of experience and NAD Certification.

Music Teacher & Coordinator. Full-Time. Mesa Grande Academy is seeking a music instructor and coordinator to lead and inspire the students in our TK-12th grade music program beginning in the 2025-2026 school year. We have the privilege of having a strong music program that includes choral and hand bell instruction and performance. Candidates for this position must hold current music teaching credentials. The ability to play piano and/or other musical instruments is strongly desired. Knowledge of music theory, music history, and musical performance is a prerequisite. Duties would include choral and hand bell music instruction for grades TK-12, and leadership of our music program, working closely with our band instructor. If you are interested in exploring this opportunity, please submit your resume or curriculum vitae summary, SECC Certificated Application, and spiritual commitment to the principal, Mr. Alfred Riddle, at email address: alfred.riddle@mgak-12.org. Contact by telephone may be made at (909) 855-5193 (cell) or (909) 795-1112 (office).

Remuneration: \$55,380-\$78,416 depending on years of experience and NAD Certification

MURRIETA SPRINGS ADVENTIST CHRISTIAN SCHOOL

Teacher Aid. Part-Time. Seeking a dedicated and compassionate Teacher Assistant to join the elementary school team. This part-time role is perfect for an individual passionate about working with children and supporting teachers in creating an engaging, nurturing, in an inclusive learning environment. Key Responsibilities: Assist classroom teachers with daily activities and instructional tasks; provide individualized or small group support to students; foster a positive, Christ-centered classroom environment; help maintain a clean, organized, and safe learning space. Interested individuals should submit an employment application along with a resume to jpalitang@msaca.net. **Hourly Wage:** \$20 per hour

REDLANDS ADVENTIST ACADEMY

Band Teacher. Part-time. Searching for a part-time Band Instructor for the beginning of the 2025-2026 school year to direct High School Concert Band (2 days a week), High School Jazz Band (2 days a week), 7th/8th grade Band (2 days a week), 6th grade Band (2 days a week) and 5th grade Band (2 days a week). All M-TH. Duties include church visits, seasonal concerts at school, music tours and attending conference music festivals. Also, maintaining and overseeing school instruments, fostering the development of elementary students' musical talents and encouraging a love for music. Above all, applicants should have a love and desire to teach young people to use their gifts to praise God. Also, applicants must be members of the SDA church. To apply, please submit your resume, SECC Certificated Application, and spiritual commitment to Bill Arnold, at barnold@redlandsacademy.org **Salary:** \$16,698-\$23,644 depending on experience and NAD certification.

Elementary Physical Education Teacher. Part-Time. Seeking a part-time Physical Education teacher beginning with the 2025-2026 school year. Duties include K-6 PE with the possibility of adding 7th/8th. Each class meets twice a week for 30 minutes, M-TH. Candidates must be able to encourage and motivate students in positive ways to develop small and large muscle motor skills. They must also help students learn the benefits of life-long physical movement. To apply, please submit your resume, SECC Certificated Application, and spiritual commitment to Bill Arnold at barnold@redlandsacademy.org.

Salary: \$12,282-\$17,388 depending on years of experience and NAD certification.

SAN ANTONIO CHRISTIAN SCHOOL

After School Care Provider. Part-Time (up to 19 hours per week starting at 3pm Monday – Thursday and 11:50 am on Friday). San Antonio Christian School is looking for someone who has a passion for building within students a respect for Jesus, themselves, and each other. The applicant must be willing to share and collaborate with others to create a positive culture within our small school. Duties involving students include child supervision both inside a classroom and on the playground as well as helping with homework. Other duties include meeting parents, keeping an accurate record of attendance and charges, as well as keeping the physical environment appealing and clean. Prospective candidates must be authorized to work in the U.S. at the time of application. We welcome applicants to send the SECC application and resume to Karen Dunbar, Principal at karen.dunbar@sachristianschool.org.

Hourly rate: \$16.50 per hour - \$19.00 per hour

Janitor. Part-Time. The applicant will be responsible for keeping classrooms, offices, bathrooms, and common areas clean. They must be able and willing to work 3-5 days per week (10 hours per week). Prospective candidates must be authorized to work in the U.S. at the time of application. All interested applicants may send the SECC application and resume to Karen Dunbar, Principal at karen.dunbar@sachristianschool.org. **Hourly rate:** \$16.50 per hour - \$19.00 per hour

Music Teacher. Part-Time. San Antonio Christian School located at the foot of Mount San Antonio in Ontario, CA is seeking an individual who has a passion for building within students a respect for Jesus, themselves, and each other. The applicant must possess a bachelor's degree along with the knowledge of elementary music curriculum and best practices for working with elementary learners. He/she must be willing to share and collaborate with others to create a strong appreciation for music within our small school. Applicants must also be willing to accompany students to constituent churches to perform. Prospective candidates must be authorized to work in the U.S. at the time of application. We welcome applicants to send their resume, Certificated Application and Spiritual Commitment to Karen Dunbar, Principal at karen.dunbar@sachristianschool.org.

Remuneration: \$7,866- \$11,132 depending on years of experience and NAD Certification.

Office Assistant. Part-Time. San Antonio Christian School is looking for a detail-oriented individual who has knowledge of/or is willing to learn FACTS (our SIS) as well as Outlook and Microsoft Office. This individual must be able to work with a wide variety of personalities as they strive to meet the needs of students, parents, teachers, and administration. Prospective candidates must be authorized to work in the U.S. at the time of application. All interested applicants may send the SECC application and resume to Karen Dunbar, Principal at karen.dunbar@sachristianschool.org.

Hourly rate: \$16.50 per hour - \$21.00 per hour

Teacher's Aide. Part-Time. San Antonio Christian School is seeking an individual who has a passion for helping students learn. The applicant will work closely with the teachers to provide a positive learning environment for all students. Prospective candidates must be authorized to work in the U.S. at the time of application. All interested applicants may send the SECC application and resume to Karen Dunbar, Principal at karen.dunbar@sachristianschool.org.

Hourly rate: \$16.50 per hour - \$20.00 per hour