



Christian Community School Preschool Teacher Aide

Purpose: At Christian Community School, the preschool teacher and aide are responsible for creating a warm and loving learning environment in which students ages 3-5 can grow and develop the skills they will require in the school years to follow.

Description: The preschool teacher aide at Christian Community School is responsible for assisting the primary preschool teacher in managing the classroom and helping deliver a quality academic, social, and spiritual education to preschool students. Establishing basic skills such as controlling their bodies, working with others, and following instructions is a major goal to strive for throughout the preschool year. Creating a classroom environment where students and teachers are engaged with one another, the students are happy and healthy, and they leave knowing that they are valued and cared for is the priority. Class time should also be spent developing student's skills in a variety of areas including Language, World Studies, Science, Mathematics, as well as Art, Music, and Bible.

Department: Preschool

Position: Preschool Teacher Aide, full-time, 5 days Monday - Friday

Avg. hours: 35 hrs/wk from mid-August to beginning of June. Some weeks may vary based on breaks/school days off.

Reports to: Primary preschool teacher

Salary: \$18/hr, depending on experience and qualifications.

Indicators of Success

Student academic/social/emotional growth is demonstrated through regular assessment.

Students are respectful to teachers and adults in the school, school building and property.

Students feel comfortable and safe in the classroom environment and understand rules and procedures.

Areas of Responsibility

The teacher aid will assist the preschool teacher with various activities including class material preparation, facilitating bathroom breaks and lunch/snack times, assist in maintaining classroom organization and cleanliness, and help manage student behavior.

Daily duties may include the following:

Assist in car-line each morning/afternoon.

Assist in supervising students during free play time in the classroom, gym, and outside

Assist the preschool teacher with students completing assigned daily work, art projects and activities.

Escort class to any special appointments (Library time, reading buddies, ect.)

Gently correct inappropriate behavior.

Assist students during lunch time by opening food items and making sure they prioritize healthy food.

Escort students to the office in the case of illness or injury.

Prepare nap cots and clean up after nap session.

Keep classroom environment clean. Other duties as assigned.

Key Skills and Knowledge Requirements

Associated degree in early childhood education preferred and/or relevant work experience.

Experience working with young children.

Works well with colleagues, organized, artistic and creative, patient, consistent and dependable, nurturing and kind

Understands and affirms the statement of faith and moral integrity.

Ability to bend, kneel, and also lift students and items if necessary.

Due to the nature of preschool emotional attachment, neither the preschool teacher nor aide may be a direct relative of a CCS preschool student.

Staff Non-Discrimination Statement

Employment at Christian Community School is open to qualified individuals who are Christians of good character, without regard or reference to race, gender, national or ethnic origin, color, age, or disability.

Christian Community School is a religious educational ministry, permitted to discriminate on the basis of religion. All prospective and current employees must agree with Christian Community School's mission statement, and they must be willing to conduct their lives in conformity with the school's statement of faith and the school's declaration and agreement to ethical and moral integrity.