

## Teacher Aide Position

Island School, a private, college preparatory school for students in grade PK - 12 is looking for a full-time PreK Teacher Aide to begin in August for the 2021-22 school year.

It is expected the successful candidate:

Teacher Aide should be good at instructing, assisting and caring for young children. Organizational, communication, and problem solving skills are essential for this job. This assistant should be able to think creatively, make good decisions, and communicate effectively with others. The ideal candidate should also be skilled at taking direction and being part of a team.

### Job Duties:

Teacher Aide is responsible for helping the teaching team with class instruction and other duties. Duties include working with small groups of children to reinforce lessons, providing one-on-one instruction to students, and supervising students in the classroom. Additional duties will include preparing for lessons, classroom preparation and cleanliness, and taking attendance.

In addition, a candidate should possess the following personal and professional qualifications:

Experience working with PreK age students

Ability to manage students and appropriately correct behavior

Strong collaboration skills

Ability to follow guidance and instruction of teacher

A sense of humor, warmth of personality, and energy

Prior work experience in an early childhood setting would be favorable.

Associate's Degree preferred

Interested and qualified candidates should email a cover letter, resume and references to Kate Conway, Head of School, via email at [hr@ischool.org](mailto:hr@ischool.org). Starting salary is \$15/hour, but may be more depending on experience. We will begin reviewing applications immediately and will close the application period when the position is

filled. The position is for the 2021-22 school year. No phone calls, please.

Island School is an equal opportunity employer. The School strives to provide equal employment opportunity to all applicants and staff in accordance with sound employee relations practices and federal and state laws. Our policy prohibits discrimination and harassment because of race, color, religion, sex (including gender identity or expression), age, national origin, ancestry, marital status, arrest and court record, reproductive health decision, disability, genetic information, sexual orientation, domestic or sexual violence victim status, credit history, citizenship status, military/veterans status, or other characteristics protected under applicable state and federal laws, regulations, and/or executive orders. This policy applies to all aspects of the employment relationship, including hiring, promotions, training, discipline, compensation, working conditions, and benefits.