



THE  
**OAKRIDGE**  
SCHOOL

**Position:** Early Childhood Teacher Aide

**Reports to:** Head of Early Childhood

The Oakridge School seeks a dynamic, energetic, and knowledgeable Pre-Kindergarten Teacher Aide for the 2024 - 2025 school year. The ideal candidate grows through networking and lifelong learning, inspires an engaging, innovative, and student-centered classroom, and demonstrates flexibility, passion and teamwork. This person maintains positive relationships with students, parents and colleagues while modeling outstanding character and empathy.

The Teacher Aide will assist the three lead Pre-Kindergarten teachers in any way possible including, but not limited to:

- preparing and setting up activities
- partnering with the lead teachers to promote educational and social development of the children
- working with students individually, in small groups, and whole groups in and out of the classroom
- assisting in keeping the classroom, and storage areas, clean, neat and orderly
- assisting with restroom needs for students
- other duties as needed

Additionally, the Teacher Aide will attend all staff meetings and professional development training days as stated.