Episcopal School of Jacksonville’s approach to our balanced education (academics, fine arts, athletics and spiritual development) is sustained by the expectation of excellence in all areas of campus life. The school works to develop “leaders and doers of good,” as was stated by its Founders in 1966. The school is located on three campuses and serves students aged one through grade 12. Episcopal is a caring community with faculty who are outstanding in their field and dedicated to a student-centered approach to education. Our students develop creative talents, discover their passions, and deepen their faith and commitment to serving others while engaging in the ever-evolving process of life-long learning.

**Job Description:**

The Episcopal School of Jacksonville is seeking applications for a full-time, Teacher Assistant for the Early Learning Program for one and two-year-old students on the St. Mark’s Campus, beginning in August 2024. The Teacher Assistant will help to implement the daily curriculum, lead small groups and learning centers, and manage student behavior. The Teacher Assistant will also help to maintain a safe, orderly classroom environment throughout the day, including the Eagle Afternoon Program. Developing collaborative relationships with faculty and staff members is an integral part of this job.

**Qualifications:**

- A high school diploma is required, a Bachelor’s Degree is preferred.
- Experience with young children is preferred.
- A strong sense of vocation to work with students in an independent school environment.
- Knowledge, Skills and Abilities:
  - Demonstrate classroom management skills with a focus on student-centered learning.
  - Demonstrate excellent organizational skills.
  - Demonstrate the ability to work cooperatively with faculty, students and parents.

Episcopal is committed to a school culture that is safe and positive for all members of our community. We work intentionally to create a community of people who respect and support each other. We recognize the value of diversity, and we actively seek to welcome and include under-represented groups. Episcopal strongly supports professional development and training opportunities for faculty and staff, ensuring that best practices and innovative, learner-centered teaching methods are continually incorporated into our pedagogy. The academic environment is achievement-oriented with a standard of excellence. The school’s faculty display outstanding academic backgrounds, exceptional character, and dedication to our approximately 1,300 students across three campuses spanning from an Early Learning Program (age one) through Grade 12. Episcopal does not discriminate on the basis of age, gender, religion, race, color, sexual orientation, gender identity, or disability in its hiring and employment practices. The above information is not a completely comprehensive inventory of all duties, responsibilities, or qualifications required of employees assigned to this position.
Interested candidates should submit a cover letter, current resume, and any other relevant materials alongside a completed application through the Employment Opportunities page on our school website. Applications will be considered on a rolling basis until the position has been filled and the search closed.