



Position Statement: Lower School Educational Assistant

Overview:

The Summit Country Day School is a nationally recognized leader in character education and offers a compelling combination of small classes, caring faculty, academic rigor, and strong spiritual values. For more than a century, The Summit has maintained a proud legacy of excellence in independent, Catholic education. We offer coeducational learning experience to students from Montessori 18 months through grade 12. The Summit is a place where values are affirmed, young minds are enriched, and dreams take flight. Learn more at www.summitcds.org.

The Lower School Educational Assistants are responsible for working with grade level teachers to promote the educational growth of Lower School students within the framework of The Summit Country Day School Mission Statement. The schedule will be Monday through Friday from 8:30 a.m. to 3:00 p.m.

Responsibilities:

- Provide push-in and pull-out instructional support to students.
- Participate in duty rotation at the same rate as other educational assistants in the building.
- Be a mission appropriate role model.
- Other duties as assigned.

Qualifications:

- Bachelor's Degree in Education preferred.
- Willingness to obtain an Ohio Department of Education Non-Tax Certification.
- Experience in working with lower school age children.
- Be proficient in the tools available through Microsoft Office 365 and Google Classroom.
- Must be flexible and adaptable in meeting the needs of the children and the program.
- Must be able to assume responsibility, take direction from the teacher, work independently and follow a task through to completion.
- Ability to: sustain long hours of active work, interact with students on the floor, move furniture, stand for a minimum of 25 minutes, quickly guide students to safety in drills or emergencies, and monitor both playground and cafeteria.
- Ability to communicate effectively in verbal and written form.
- Ability to maintain emotional control under stress.

Details:

- Position open immediately.