



Position Title: Experiential School Teaching Assistant – Full Time

Reports To: Classroom Teacher

Position Purpose: The Teaching Assistant is responsible for assisting in the implementation of the daily program under the direction of the teacher

Essential Functions

- Set up interest centers and prepare needed materials and supplies
- Supervise the classroom when the teacher is out of the room
- Help with general housekeeping and kitchen tasks
- Supervise outside playground activities
- Follow directions given by head teacher or immediate supervisor
- Work with children in large and small groups and individually
- Provide classroom & playground coverage for teachers as needed
- Perform other related duties assigned by the Classroom Teacher

Qualifications

- High school degree or GED, bachelor's degree preferred
- DCF 40-hour introductory childcare training preferred
- Interest in children in an educational setting
- Good verbal skills with students, colleagues and parents
- Demonstrated organizational skills
- Able to use basic office equipment
- Proficient in technology and web-based tools
- Supports Shorecrest's Mission and Core Values