

Project Extend KinderDay Teacher Assistant

Qualifications

Bachelor or Associate Degree preferred but not required. Requires a high degree of patience and excellent communication skills. The KinderDay teacher assistant should have experience with working with children in the kindergarten age range (5 to 6).

Technical Skills Required

Must be aware of safe playing activities for children and must know first aid and emergency procedures. Teacher assistant will be required to obtain/maintain CPR, First Aid and Epipen Certifications.

Duties and Responsibilities

Assistants in the KinderDay classroom will help instruct individuals and small groups of students and help keep the classroom running smoothly. Assist in enforcing classroom rules. There will be times when the classroom teacher may not be present, in these instances the KinderDay teacher assistant is responsible for all aspects of the classroom routine and environment. This may involve reminding children of the rules in the classroom, or keeping order during special subjects such as music class, during lunch and outdoor play. KinderDay teacher assistants will help guide children to the bathrooms, school nurse, correct bus, cafeteria, and proper classrooms. KinderDay teacher assistant is responsible for assisting with organizing, preparation and distribution of classroom materials and ensuring cleanliness of classroom and equipment.

Working Conditions

Caring for children in KinderDay will demand a lot of physical attention and movement. KinderDay teacher assistant should be able to lift light equipment. The KinderDay teacher assistant will clean and maintain the classroom playing equipment every day. The KinderDay teacher assistant may encounter ill children and should take necessary health and safety precautions.

Salary

KinderDay teacher assistants are paid on a part time hourly basis; \$9.00 - \$13.00/hour.

Other

KinderDay teacher assistants will maintain assigned record keeping and documentation. KinderDay teachers will perform other duties as assigned by Project Extend Coordinator or Department of Human Services Representative. Teacher assistants will participate in on-going training/professional development.