



Early Childhood Teacher Aide

Employment Classification: Part time

Qualifications:

- Prior experience working with young children in a formal setting.
- Committed Christian and active member of a Christian church
- Independent Worker

Responsibilities:

- Be a Christian role model in attitude, speech, and actions toward others.
- Arrive on time for the scheduled starting of class.
- Keep the classroom clean and materials well organized, both in the classroom and in common areas. Assist teacher in any clean-up needed.
- Assist the preschool teacher to help the day flow as smoothly as possible. The duties include but are not limited to taking disruptive children out of the class room, helping the children feel comfortable, taking children to the restroom.
- Assist the preschool teacher in preparing and setting out materials for the day.
- Attend meetings as requested by the Director.
- Assistants are required to work cooperatively with the teacher and all other staff of the preschool to ensure that the classroom reflects a professional and Christian environment.
- Fill in for teacher as needed for specific circumstances.
- In the absence of an Aide due to illness or an emergency, it is the Aide's responsibility to notify the Teacher and the Director.

Accountability:

The Early Childhood Aide reports to the Preschool Teacher and Early Childhood Director.

Schedule:

Currently we have openings for ages 2-4 and part-time positions from 14-21 hours per week. Please send a resume or letter of interest to amalterer@messiahnetwork.org including the preferred ages/hours you are interested in working.