



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

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.
- 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:

15 hours per week– flexible

Please send a resume or letter of interest to amalterer@messiahnetwork.org