



Instructional Assistant

Qualifications: 2 years of college credit preferred

Demonstrate ability to work successfully with children and adults.

- Good physical health and ability to perform assigned duties.
- Required background check
- First aid/CPR certification

Reports to: Principal

Job Goal: To assist classroom teachers with instruction. Support a safe learning environment by encouraging appropriate student social interactions through supervision of student work time.

Support academic instruction through teaching of small groups and supporting students 1:1.

Responsibilities:

- Supervise students and maintain a cooperative atmosphere during class time.
- Circulate among students and attempt to resolve minor problems as they arise.
- Assist in organizing various activities and instructional tasks
- Supervise the classroom as needed.
- Utilize intervention materials as provided by teacher
- Perform any other duties or responsibilities as designated by the Principal/Administrative Assistant.
- Teach pull out small groups for reading

Terms of Employment:

- Hours Vary between 16-20 hours weekly
- Tuition Discount Applies