



Rainy Dayz Preschool Teacher Assistant Job Description:

We have been given an awesome responsibility to care and teach the children of our community. Teaching is a very rewarding and exhausting job! Rainy Dayz takes pride in employing enthusiastic, reliable and experienced teachers. We expect both head teachers and assistants to possess the following qualities:

- High energy
- Be encouraging
- Patience & understanding
- Positive attitude – never show negativity to a parent
- Trustworthy and reliable
- Always try to be accommodating
- Take pride in the school's appearance and reputation inside and outside of the building

Essential Duties & Responsibilities: (Other duties may be assigned)

- Provide classroom management so that the head teacher can execute curriculum without interruptions
- Able to communicate successfully with head teacher to ensure classroom runs smoothly and efficiently
- Must be fiscally responsible with supplies (be creative)
- Ability to redirect or change curriculum instantly if planned materials aren't working (quick thinking)
- Able to successfully manage class to maintain a positive, nurturing and respectful learning environment
- Will be responsible for diapering/toileting students in your care
- Regular care and cleaning of assigned area (will change weekly and will include but not limited to bathrooms, gross motor room, vacuuming, kitchen and assigned classroom)
- Will be responsible for staffing extended day and date night
- Execute with efficiency duties assigned by head teacher (prepping materials for classroom)
- Fill in with confidence for head teacher if absent
- Keep all children in your care safe and comfortable

(continued)

Qualifications:

To perform this job successfully, an individual must be able to perform the essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made for individuals with disabilities to perform the essential duties.

Education/Experience:

Preference will be given to candidates with an ECE degree and/or ECE credits. Prefer individuals with experience assisting or teaching in a preschool setting for at least one year. CPR certification is required and must be submitted within one month of hire.

Physical requirements:

Preschoolers are energetic and require constant attention and planned activities. To successfully meet the physical requirements of the essential duties, individual must be willing to interact with children in a positive, energetic and encouraging manner. Willingness to perform some of the gross motor activities along side the children is required.

Other requirements:

Rainy Dayz will hold regular parent events, i.e., open houses, meet the teacher, curriculum night, pre-k graduation etc. outside of regular hours. It may be required that teacher assistants attend some of these events. Staff meetings will be held on a monthly basis and attendance is mandatory.

Days/hours needed:

Currently, this is a part-time position running 10 months...last week of August through third week of June. Work time is Monday through Friday and may be am (8:30a-1:30p) or pm (12:00p-5:00p). *There is a possibility of working both am and pm shifts.

There are summer hours available....last week of June through second week of August. These hours are offered based on need of the school and merit of the employee and are am only. No guarantee is given to summer hours.

Compensation:

This is an hourly paid position and pay depends on experience and education. Limited benefits are available.

If interested in applying, please submit a resume with salary requirements to info@rainydayzpreschool.com.