

# **PART-TIME TEACHER ASSISTANT / SUBSTITUTE**

**APPLICATIONS ARE DUE BY Thursday, August 8, 2024 at 5:00 p.m.**

## **Job Description**

We are hiring a part-time teacher assistant to help in a busy preschool classroom Tuesday - Thursday mornings. Hours will be from 7:45 a.m. to 12:45 p.m.

We are also in need of substitute teachers available Mondays through Thursdays.

Employment will begin on Tuesday, August 13<sup>th</sup>. New employees may be terminated without cause through a trial period extending to October 1, 2024.

## **Responsibilities**

Teacher Assistant responsibilities include teaching and caring for children under the supervision of the classroom teacher, assisting classroom teacher in whatever tasks are needed, keeping classroom clean and organized (sweeping, vacuuming, disinfecting, sanitizing, etc...), assisting with children's toileting as necessary, outside recess duty, helping with snack and lunch preparation, and enjoying being part of a busy, noisy, exciting preschool classroom.

## **Qualifications**

We're looking for a happy, kind, energetic individual who loves children. Teacher assistants must have or be willing to apply for a Colorado Early Childhood Professional Credential and must pass a background check. Several pre-service and orientation on-line courses are required. Passing a child care staff health evaluation (completed by your health care provider) is also a requirement.

## **Required Skills**

- knowledge, ability, and experience to supervise children
- ability to develop rapport with children, parents, and co-workers
- ability to communicate effectively
- ability to exercise tact, discretion, and confidentiality

## **Physical Requirements**

Employee must have the ability to:

- Lift up to 40 lbs.
- Perform daily cleaning
- Repeatedly bend, stretch, and stoop
- Move quickly enough to ensure the safety of the children
- Work outdoors in all weather conditions
- Keep children safe within Child Care Licensing safety requirements

## **Pay**

\$15.60 to 16.85 per hour (depending on qualifications).