



Kindergarten/First Grade Classroom Assistant Job Description

Job Posting

Position Schedule: Monday-Friday, 7:30 am- 3:00 pm (with a 30-minute unpaid lunch period), 10-month August-May school year position, full-time, 7 hours/day, 35 hours/week

Benefits: Access to annual 7 days PTO time in addition to medical, dental, and vision benefits. Participation in a payroll IRA is optional.

Minimum Qualifications: High school diploma

Preferred qualifications: AA in any field with some early childhood or elementary education

Position Open: The position will be open until filled. A start of July 31, 2025, is required.

Hourly Pay Range: \$15.00-\$16.50 hour, based on education and experience.

Job Overview

As a Classroom Assistant, you will play a vital role in creating a nurturing and stimulating learning environment for young children. You will work closely with the lead teachers of our kindergarten and first grade students to support the educational, social, and emotional development of students. Your dedication and commitment will help foster a positive and engaging early learning experience.

Job Duties

- Assist the lead teacher in implementing age-appropriate curriculum and activities that promote physical, cognitive, social, and emotional development.
- Supervise and monitor children during classroom activities, indoors and outdoors, ensuring their safety and well-being.
- Offer guidance and positive reinforcement to encourage appropriate behavior and conflict resolution among students.
- As directed by the classroom teacher, provide one-on-one or small group support to students who may need extra assistance with tasks or activities.
- Maintain open and effective communication with parents or guardians, sharing updates on their child's progress as directed by the classroom teacher.
- Assist in maintaining a well-organized and clean classroom environment, including setting up learning centers and arranging furniture and materials.
- End-of-day dismissal car line, assisting children as they wait and helping them get into their vehicle as needed.

Application Procedure

Interested applicants should go to www.fcangustangs.org, Employment Opportunities, to submit an application, pastor's recommendation form, and resume. Send inquiries to Mrs. Lori Johnstone, Head of School, Ljohnstone@fcangustangs.org