

Interim Lower School Assistant Teacher Position-Fifth Grade

Job Title: Interim Lower School Teacher Assistant
Department: Lower School
Reports to: Mrs. Erin Harper, Head of Lower School
FLSA Status: Non-Exempt
PDS Status: Faculty, full-time, benefited

This position is a full-time teacher assistant position beginning August, 2020.

Responsibilities: The role performed by the teacher assistant varies with the particular assignment and classroom placement. The teacher assistant is responsible for both classroom management and instructional tasks. He/she will be asked to collaborate with the teacher, and share special skills and talents. He/she must be able to successfully lead small group instruction as requested by the lead teacher to reinforce, review, or extend concepts taught in class. The teacher assistant will also serve as lead teacher when needed and will resume all lead teacher responsibilities if the lead teacher is absent. He/she should demonstrate an integrated personal and professional commitment to cultural competency and a strong commitment to leading, learning, and teaching in a diverse community. In addition to typical teacher assistant responsibilities, his/her assistance will be required for outside of the classroom activities such as, but not limited to, lunch and recess duty, special area classroom assistance, and carpool duty.

Qualifications: Education background in Elementary Education, Early Childhood Education, and/or Gifted and Talented Instruction, Psychology, and/or Special Education. Candidate must be culturally competent.

Salary and Benefits: Providence Day School is committed to attracting and retaining outstanding employees through a compensation plan that compares favorably with those of other independent schools both locally and nationwide. Individual salary levels are competitive and are determined by educational background and experience. A full benefits package includes TIAA retirement and medical/dental coverage.

Application Process: Applicants should submit a cover letter of interest, current resume, college transcript, three letters of recommendation, and a list of references with telephone numbers. Materials should be sent to the provided email address.

PDS.InterimTeacherAssistant@providenceday.org

This position is open until filled. Providence Day School is an equal opportunity employer (EOE).