



## Teaching Assistant

**Hours:** Shift hours are as follows: (M-F)

1<sup>st</sup> shift -7:00am – 3:00pm

2<sup>nd</sup> shift -10:00am – 6:00pm

**Pay rate:** Base pay starts at minimum wage

- Increase negotiable with experience and/or education

### **Qualifications:**

- Must be 21 or older
- Must comply with DHR minimum standards.
  - Current TB test
  - Criminal History Background Check (fingerprints)
  - DHR application
- Have at least 1 year of work experience with children ages 2 – 6
- Have experience with special needs children in the classroom setting
- Must be physically healthy to maintain engagement with children

### **Job Description:**

Assist classroom teacher with classroom duties, which are but not limited to: implementing lesson plans, promoting engagement, foster sharing and turn taking, collect data for toileting, behavior and daily notes, maintain cleanliness of classrooms and bathrooms, follow specific procedures for behavioral strategies implemented within the preschool, maintain confidentiality of students and any information regarding them.

### **Additional notes:**

- On-the-job training will be provided to ensure consistency of procedures taught in the classroom setting
- CPR and First Aid training will be provided

Email or fax resumes to (256) 770-7324 or [aspruill@learning-tree.org](mailto:aspruill@learning-tree.org)

Phone: Aimee Spruill, 256-770-7323

Thank you