



JOB SUMMARY

The Classroom Teacher Aide will facilitate students' appropriate participation in all scheduled classes and activities and assist the students in meeting academic and social needs. The Teacher's Aide will carry out classroom activities in classroom teacher absence.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Become familiar with ways/strategies teacher uses with class and each student.
- Assist with agency policies
- Assist with teaching materials as requested
- Provide assistance in individualized instruction
- Act as Job Coach with students in the community
- Assist students at arrival and dismissal on a daily basis
- Actively participate in school aquatics programs
- Attend school wide activities with the students
- Implement behavior strategies as directed by the teacher
- Work as a member of a classroom team
- Attend staff and in-service meetings as appropriate
- Follow and carry out the responsibilities identified by the classroom teacher
- Share input and suggestions with the classroom teacher regarding student performance and needs
- Demonstrate sensitivity to and respect for the diverse cultural backgrounds and practices of the students, staff, and families of Holy Childhood
- Other duties may be assigned.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Candidates for this position will have: the ability to demonstrate, and provide examples of continuous personal development and improvement; a student focused attitude; excellent communication skills (verbal and written); Problem solving skills, strong organizational skills and the ability to effectively manage multiple tasks/projects. Must be able to lift, push, and pull 50lbs. Must have a valid NYS driver's license with the ability to become an agency approved driver.

EDUCATION and/or EXPERIENCE

High School diploma required. College experience and experience working with children with developmental disabilities is preferred.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. The noise level in the work environment is usually moderate.