



Salisbury Academy Early Education Assistant Teacher and Afterschool/Summer Care

Reports To: Head of School

Description

Salisbury Academy is seeking candidates for the job of an Early Learning Assistant 3K and 4K teacher for the 2023-2024 school year. This position will be full-time, 30 hours a week, with required hours of 11:45 am-5:45pm each day. Additionally, this is a year-round position that includes 7 weeks of summer programming in June and July.

Requirements

Early Childhood or Elementary Education certification preferred with successful experience in teaching preschool-age children. Consideration will be given to those who are in the process of completing Early Childhood coursework or have demonstrated experience.

Summary of Position Objective

Under the supervision of the Lead Teacher, the assistant teacher at Salisbury Academy, first and foremost, loves children and has daily responsibility for the social, emotional, and educational well-being of children. The Early Education assistant teacher will support the lead teacher with the preparation of instructional materials, planning, and implementing daily classroom activities, including assisting the lead teacher with the management of students upon arrival, in the classroom and during recess. A Salisbury Academy teacher strives to maintain a child-centered classroom at all times and is willing to do what is necessary to positively impact the life of each child in his or her care. Finally, a Salisbury Academy teacher endorses and affirms the mission of the school.

This class will have one lead teacher and one instructional assistant who collaborate to implement a meaningful, joyful, play-based early childhood program.

Duties/Responsibilities:

- Work in person
- Serve as the lead ASK staff for the 3K/4K program

- Assist with the preparation of the indoor and outdoor learning environments conducive to collaborative and individual learning, freedom of movement and the development of student independence
- Assist with classroom management and partner with teacher for individual student and small group work
- Assist teacher with preparing work materials and centers
- Escort students to special classes and activities
- Assist with recess and lunch duty
- Stepping in as lead teacher when the lead teacher is absent or not in the classroom
- Working collaboratively with others
- Communicating with parents and the lead teacher
- Participation in professional development and/or team meetings as scheduled
- Successfully perform the essential physical functions of this job and have the ability to lift and/or move children of all sizes in the classroom.
- Manage student behavior through established classroom procedures
- Maintain discipline in the classroom in accordance with the rules and systems of the school
- Perform other duties as assigned by the Head of School

To apply for this position, please submit an application, resume, and cover letter to:

Salisbury Academy

Beverly Fowler

Head of School

bfowler@salisburyacademy.org

This position does require a Criminal Background Check