

## **Instructional Aide Position at Saints Simon & Jude Catholic School**

Saints Simon & Jude is currently accepting applications for the position of instructional aide for the 2022-2023 school year. The candidate will be expected to provide support for differentiated instruction to students.

### **Responsibilities and Duties:**

- Work under the guidance and collaboratively with the master teacher with students
- Facilitate small group learning
- Maintain a safe and welcoming learning environment for all learners
- Supervise students during recess/lunch, drop off, when regular teacher is not present
- Adhere to the policies and procedures of the Diocesan Employee Handbook and the Saints Simon & Jude Faculty and Staff Handbook.

### **Requirements:**

- Responsible for attending the Diocese of Orange New Teacher Orientation in August 2022.

### **Qualifications:**

- Strong set of interpersonal, verbal communication and written communication skills with a history of working collaboratively with others in a school setting.