



# SAINTS SIMON & JUDE CATHOLIC SCHOOL

## Elementary Teacher Aide



**Mission Statement:** The mission of Saints Simon & Jude Catholic School is to form students in faith, knowledge, and service, helping families to live fully as Catholic Christians.

### ESSENTIAL DUTIES:

- Support teachers with:
  - Providing direct support to students
  - Reinforcing lessons
  - Managing classroom materials
  - Maintaining a positive learning environment
  - Performing administrative tasks
  - All under the teacher's guidance, to ensure students reach their academic goals within the elementary school setting

### REQUIREMENTS:

The qualified candidate will support the integration of the Gospel values of Christ, and the teachings of the Catholic Church within the entire school experience. In addition, this teacher aide shall participate in a collaborative faculty culture and be comfortable integrating technology into the structure of classroom instruction. Flexibility and creativity in structuring classroom experiences for each student and solid classroom management practices are necessary. Candidates must be reliable and open to establishing an active partnership with parents and other faculty to maintain the family atmosphere of our school. Openness to faith, a positive attitude, and commitment to helping our school grow is critical.

**The qualified candidate should possess the following:**

- Strong interpersonal skills
- Patience and positive attitude
- Basic academic skills
- Organizational skills
- Ability to follow directions
- Classroom experience
- Familiarity with and open mindedness regarding the practice of the Catholic Faith is a plus
- Clear understanding of Common Core Content Standard
- Proficiency with technology integrated into the science curriculum

### APPLICATION PROCESS:

Please send a current resume with a cover letter to Brett Minter, Principal ([bminter@ssjschool.org](mailto:bminter@ssjschool.org)). Hourly pay is based on education, experience, and qualifications and starts at \$18.00/hour.