

POSITION OPENING: Early Childhood Assistant Teacher

St. Francis of Assisi Catholic School, a Preschool - 8th grade school in Yorba Linda, is seeking a dynamic, experienced, and faith-filled Early Childhood Assistant teacher who, as an effective educator, demonstrates thorough curriculum knowledge, take responsibility for professional growth, and creates a class environment that fosters learning and personal growth. This role emphasizes the importance of meeting the physical demands of the job, including ensuring the safety and well-being of our students. This position will serve to support the school's mission and philosophy as a member of a vibrant Catholic school community. The position is for the 2026/2027 school year.

General Description of Duties

The duties of a preschool assistant teacher include assisting the lead teacher with all aspects of the classroom, interacting with children, assisting with bathroom use and any needs that students may have. The assistant teacher will also evaluate the student's social development and physical well-being.

Responsibilities

- Follow the direction of Lead Teachers regarding classroom management, discipline, activities, etc.
- In addition to attending to children's basic needs, the teacher's assistant helps organize activities and implement the curriculum that stimulates children's physical, emotional, intellectual, and special growth.
- Treat all children with dignity and respect and follow the basic school discipline policy, taking the initiative to clearly communicate behavioral concerns to the lead teacher and director.
- Abide by a code of confidentiality in all discipline cases.
- Is responsible for an equal share of joint housekeeping responsibilities of the staff.
- Attend all staff meetings and training sessions and fulfill professional growth hours each year.
- Is supervised and observed during the school year by the lead teacher and director and given a formal evaluation.

Qualifications:

- 12 Early Childhood units through an accredited college.
- Experience working with early childhood children.
- Practicing Catholic

- Strong communication, organization, and classroom management skills.

Compensation:

- \$18-23/hour DOE

TO APPLY: Email cover letter, resume and references to Mrs. Candace Sherrill, Preschool Director (csherrill@sfayl.org). CC: Nanci De la Rosa-Ricco, Executive Assistant (nricco@rcbo.org) to receive application guidelines and forms.