



POSITION OPENING: Classroom Aide

St. Francis of Assisi Catholic School, a Preschool–8th-grade Diocesan school in Yorba Linda, is seeking experienced, faith-filled Classroom Aides. This position will support student learning and 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.

Position Description

All employees are required to conduct themselves in a manner that is compatible with and supportive of the teachings and mission of the Roman Catholic Church and the Diocese. All employees understand that they are an extension of the ministry of the Roman Catholic Church and play an important role in fulfilling and delivering the loving, healing, and caring mission of Christ. All employees perform ministerial functions in the course of their job duties.

Requirements

- Must be 18 years of age or older
- Previous elementary classroom experience preferred
- Course study work in child development or education preferred
- Current CPR/First Aid
- Practicing Catholic

Responsibilities

The instructional aide is responsible for supporting the educational program for the assigned class in accordance with the school's goals, policies, procedures, philosophy, and curriculum. Responsibilities include, but are not limited to:

- Treating all children, parents, and staff with dignity and respect
- Assisting in implementing the daily learning plan under the direction of the classroom teacher
- Assisting in preparing the learning environment such as setting up centers or preparing materials and supplies
- Supervising the classroom when the teacher is out of the room
- Supervising the students during non-instructional times, such as recess and lunch
- Support in other classrooms and school activities as needed

SALARY: \$18.00 to \$23.00 hourly. Appropriate level on the Aide schedule based on experience and qualifications.

Interested and qualified candidates are asked to submit a letter of introduction and resume by email to Ms. Carmela Swift at cswift@sfayl.org or hardcopy to St. Francis of Assisi School, 5330 East Side Circle, Yorba Linda, 92887.