



Teacher Assistant

Status: Full-Time, 10 month

Schedule: 8:00am-3:00pm, Monday-Friday

JOB SUMMARY:

The **Teacher Assistants** at Trinity Christian School of Palm Beach Gardens will support the leadership of the classroom teacher in all capacities. The teacher assistant co-laborers with the teacher and other staff members to lead the students, spiritually, academically, and socially. Their passion and your efforts assist in fostering Christian spiritual growth in the students.

JOB DUTIES:

- Provide support for teachers in planning and preparation for daily activities.
- Aid in some instructional efforts by working in small groups to enhance the learning process.
- Support the teacher with classroom management, art projects, room decorating, snack and lunch time, cutting, pasting, copying, laminating, delivering items, etc.
- Help with classroom organization and clean up.
- Always available to teachers during class and scheduled times.
- Assist assigned teacher(s) by maintaining student records, preparing and distributing teaching materials, and grading student assignments.
- Assist in the storage, disbursement and inventory of materials and supplies.
- Lunch and playground responsibilities as assigned by the teacher(s).

EDUCATION:

College degree and/or Assistant experience preferred

CERTIFICATES, LICENSES and/or REQUIRED TECHNICAL SKILLS:

Knowledge of current computing technologies and software applications appropriate to the position's job responsibilities.

RELEVANT WORK EXPERIENCE:

3+ years of experience working with children.

[Apply for this position](#)