



Teacher Aide Job Description

Start Date: August 8th | Full-time and Part-time Positions Available

The person selected for this position will be responsible alongside a classroom teacher for the general supervision and management of a classroom of up to twelve students between the ages of 2 to 6 years old. This person agrees to follow through with all the job responsibilities listed below and conduct themselves according to the professional requirements listed below.

Qualifications: Preferred A.A. in a field related to child development; however, applicants with at least 6 completed ECE units, those currently enrolled in 6 ECE units or willing to enroll will also be considered. The person selected for this position must be professionally prepared as teacher support and must be able to meet the qualifications of the licensing agency. Trinity Preschool is a program based on supporting the whole family and therefore preschool staff must be sensitive, compassionate, mature individuals who are able to relate well to both children and adults. Trinity Preschool is a ministry of Santa Barbara Community Church, and our primary goal is to reflect the love of Christ to the families we serve. Preschool staff must have the personality and ability to provide leadership and stability for program continuity.

Job Responsibilities: Responsibilities of a Trinity Preschool Teacher will include but are not limited to:

- Work with the Teacher's plan to help implement curriculum and supervise children
- Look for children on the fringe and bring them into play and group activities
- Treat children with respect and dignity in both words and actions. Maintain a positive professional attitude that demonstrates love, kindness, and willingness to hear or learn from others.
- Maintain classroom clean up- clean tables daily, shelves, and materials as needed and keep classroom in a neat, orderly appearance at all times.
- Participate in staff meetings and in parent meeting when asked.
- Be present for teacher in-service days and school events, as well as any scheduled professional development conferences.
- Able to utilize computers, tablets, etc. to create word documents, spreadsheets, etc.
- Assist children with clothing changes, applying sunscreen, and helping with toileting needs.
- Is able to perform physical tasks such as lift children ages 2-5 years, bending to their level, etc.
- Willing to assume an equal share of the joint housekeeping responsibilities to upkeep the school's appearance and cleanliness.
- Must follow a dress code that is professional and not offensive to others.
- Must read and possess knowledge of the current parent handbook, staff handbook and teacher aide job description.

To apply, please send a resume to arianna@trinity-preschool.org.

