

WE ARE HIRING

INSTRUCTIONAL ASSISTANT AND EXTENDED CARE ASSISTANT

Seeking caring, dependable, and energetic individual to join our team. Start date is September 1st.

Responsibilities

- Assist teachers, prepare and organize materials, support individual and small groups
- Participate in Catholic teachings
- Recess duties and other duties as assigned
- Foster a safe, engaging, and supportive environment
- Supervise and interact with students in extended care and assist students with homework
- Lead and supervise indoor and outdoor extended care activities while promoting positive relationships and behavior among students

Job Type

- Monday–Friday: 11:30 - 6:00 PM
- The minimum pay rate is \$19/hour
- This part-time position is not eligible for benefits

Qualifications

- High school diploma or equivalent required; Associate degree or higher in education preferred
- Experience working with children in a school, childcare, or similar setting

Please submit a letter of application, resume, and references to Dr. Mary Ticknor, Principal, at mticknor@lourdesvan.org.

