Elementary Division Classroom Instructional Aide

St. John's Episcopal School, an independent Episcopal school in Rancho Santa Margarita for students 8 weeks old through 8th Grade, is hiring an Elementary Division Instructional Aide. The candidate will provide support for teachers in an Elementary classroom.

Position: Part Time
Reports to: Elementary Division Principal
Compensation: $12.62 per hour
Start: August 27th, 2018 through June 6th, 2019
Primary Responsibilities:

- Communicate effectively and maintain a positive rapport with students, parents, and colleagues
- Support the teacher in providing an environment that facilitates learning
- Assist in delivering a curriculum that utilizes a STEAM approach to teaching and learning
- Assist in the supervision of students
- Maintain a strong code of confidentiality
- Assist in maintaining the safety and attractive appearance of the classroom, playground, and facility. The classroom environment should reflect student work, themes, and curricula.
- Arrive to school and duties on time, while demonstrating strong attendance and reliability on the job
- Perform other duties as assigned

Preferred Qualifications:

- College degree preferred
- Experience in an elementary school setting preferred

How to Apply:
Qualified applicants should send a cover letter and resume to Associate Head of School for Academics, Melissa Christian at careers@stjohns-es.org