



Job Description: Teacher Assistant

Qualifications

- Graduated with a high school diploma or GED.
- Minimum of 18 years or older.
- Must be an active member of a church.
- Must meet basic qualifications of TX Health & Human Services [state minimum standards].

Ministry

- Assume responsibility for the Christian nurturing of each child.
- Be a Christian role model at all times – on and off the job.
- Support the mission of Highpoint Fellowship to provide families a place of help, hope, and healing.
- Maintain a Christian perspective in all aspects of High Hopes Preschool, including curriculum, discipline, and communication with children, families, and staff.

Classroom Duties

- Teach God's word.
- Communicate and work in unity with your Lead Teacher.
- Assist Lead Teacher in activities throughout the day.
- Maintain a clean room/environment.
- Develop a positive relationship with your classroom families through personal contact, cards, phone calls, etc.
- Support and encourage the spiritual well-being of students and parents of your classroom.
- Provide proper communication to your families, and administration.
- Additional end of day closing.

Other

- Attendance is required for all special events, and all monthly morning staff meetings and quarterly evenings.
- Complete a minimum of 24 hours of training annually to meet HHS requirement.
- All other duties as assigned.