GENERAL PURPOSE FOR JOB:
Classroom Aide will directly assist the Teacher with a wide range of daily curriculum related to interactive learning, playtime, and meeting children's goals. He or she will assist with maintaining the cleanroom environment and functions.

PRIMARY RESPONSIBILITIES (INCLUDING, BUT NOT LIMITED TO):

- Maintain health and safety standards for children.
- Individual work with children.
- Assist in using the Object Communication system under direction of teacher.
- Other related duties as requested.
- Assist in and during story time
- Assist in sanitizing props and classroom equipment.
- Assist in field trips.
- Assist in weekly Sensory Motor Groups.
- Assist on individual child goals and benchmarks.

REQUIREMENTS

- Background clearance (TB exam, health screening, live scan).
- Strong technical and organizational skills in addition to excellent written and verbal communication skills, in a professional environment.
- A high level of integrity, patience, dependability, and confidentiality.
- Must have the ability to prioritize in a changing environment
- Must have excellent interpersonal skills and follow-up skills
- Strong goal orientation and self-motivation
- Ability to work independently and as part of a team
- Experience working with children under 6 years of age (not required).
- Experience working with special education students (not required).

TIME COMMITMENT

- Willing to commit to volunteering for 3 months minimum.
- Willing to commit to a 3 hour minimum shift.

BENEFITS:

- Build resume and explore career options.
- Apply skills and knowledge to the workplace.
- Access to break room and available snacks.
- Explanation of understanding of disabled community.
- Learn simple American Sign Language.
- Become an integral role in a child's growth to independence.

Revised January 8, 2014