



Job Description Assistant Teacher

Job Summary

The position of a teacher assistant is an important one; while lead teachers are actually responsible for providing instructions to children, teacher assistants make this possible by aiding lead teachers with several tasks associated with instruction. A teacher assistant may help in lesson planning, gathering appropriate resources and materials and ensuring that the class is engaged during a lesson.

Job Responsibilities

- Assist the lead teacher with curriculum development and lesson planning
- Work with the lead teacher to plan and implement study programs aimed at meeting the individual needs of the children
- Observe children's behavior and progress on a regular basis
- Work with the lead teacher to recognize and address learning differences

- Assist the lead teacher in developing reasonable classroom rules in accordance to the program guidelines
- Evaluate children periodically to determine progress and need for intervention
- Assist lead teachers in make needed adjustments to the instructional program
- Assist children with daily activities
- Supervise children during instruction and in the absence of the lead teacher
- Organize and supervise during activity time
- Assist children during lunch time and with their toileting needs
- Other duties as assigned

Job Skills and Qualifications

Required:

- Experience in an early childhood classroom
- All new hire requirements
- High school diploma or GED

Preferred:

- 3+ years' experience in an early childhood classroom
- CPR/First Aid



