



## **Job Description for Assistant Teacher**

The person selected for this position will be responsible for assisting a lead teacher in the general supervision and management of a class of children between the ages of two-years-nine-months and six years.

Responsibilities will include, but will not be limited to, the following:

- \* Assisting in planning and implementing the daily program under the direction of the teacher.
- \* Assisting in planning and preparing the learning environment, setting up interest centers, and preparing needed materials and supplies.
- \* Early Care duties and assisting in After Care on selected days
- \* Supervising the classroom when the teacher is out of the room.
- \* Helping with the general housekeeping tasks
- \* Assisting the teacher in any other appropriate ways.
- \* Maintaining collegial, professional attitudes and loyalty to the school at all times.
- \* Treating all children with dignity and respect.
- \* Attending all staff meetings and recommended training programs and conferences.
- \* Participating in professional organizations that work for the improvement of early childhood education.
- \*Base salary plus years of Waldorf Early Childhood experience