



Title: Pre-Kindergarten Teacher's Educational Aide

FLSA Status: Non-Exempt, Hourly

Department: Pre-Kindergarten

Reports to: Director of Preschool

Direct Reports: NA

Summary of Duties:

The Dayton Christian Pre-Kindergarten (Pre-K) Teacher's Educational Aide fosters a safe and curious learning environment for 3-5-year-old students while adhering to all Dayton Christian School (DCS) standards and guidelines.

Working under the supervision of the classroom teacher, the Teacher's Aide's responsibilities will include supervising students, following the daily educational lesson plan, implementing positive behavior management, helping student's transition to different activities, and motivating students to complete activities.

In addition, the Teacher's Aide will assist the student(s) by adapting classroom materials and activities based on a student's particular needs while supporting educational strategies designed to teach the skills needed to be prepared for kindergarten.

Primary Duties Include:

- An ability to integrate Christian faith into daily teaching and educational activities.
- Consistently seeks ways to partner with the classroom teacher in developing a student's academic, spiritual, behavioral, and emotional life.
- Demonstrates wisdom as a member of the professional team through communication and participation.

Position Qualifications:

Required:

1. Born-again believer with an active personal relationship with the Lord Jesus Christ; demonstrated commitment to a Christ-centered lifestyle as outlined in the DCS Handbook.
2. High school diploma. A higher educational degree is desired.
3. Applicant must obtain an ODE Education Aide permit.
4. Strong communication and organizational skills.
5. Creative abilities.

6. Good understanding of what is developmentally appropriate for the grade level(s) that have been assigned.

Recommended/Preferred Qualities/Traits:

- Seeking longevity/commitment to the school and the position.
- Spiritual leader who supports the core values of DCS.
- Makes decisions that take into consideration the input of others and considers the mission, history, and culture of DCS.
- Strong collaborator who works well with other DCS faculty and staff.
- Visible to both students and staff creating a positive culture/community on the floor.
- Good communicator.
- Applies the Matthew 18 principle and encourages the staff, students, and families to do the same.

Physical/Mental Requirements:

- Ability to interpret, develop and administer policies, procedures, and regulations.
- Ability to manage concerns and maintain academic and spiritual standards.
- Ability to communicate effectively with students who may be experiencing heightened emotions.
- Ability to assist students in and out of a chair as needed.
- Ability to physically respond to emergencies (fire, tornado, intruders, etc.)
- Ability to move about the building, including sitting, standing, climbing stairs, etc.
- Ability to lift or move objects such as boxes of paper, books, or related materials weighing up to 25 lbs.

Environmental Considerations:

- Work performed in a classroom and office environment.
- Potential for interactions with aggressive, disruptive, or unruly individuals.
- Potential for exposure to extreme temperatures.
- Potential for exposure to bloodborne pathogens and communicable diseases.

Mental Demands:

- Ability to communicate effectively with a student experiencing heightened emotions or exhibiting atypical behavior.
- Ability to maintain emotional control under stress while clearly focusing on the student's immediate needs.