

Early Years and Year-Round assistant listing

Wayne Country Day School seeks a committed, skilled, and energetic assistant to join our team. They will be responsible for assisting the Early Years team that serves students ages 3-5 in alignment with our school's mission of preparation and formation of students for the world beyond college.

The ideal candidate possesses a passion for teaching, a team-oriented approach to collegiality, enthusiasm for creating and implementing an innovative curriculum, strong interpersonal skills, and a deep knowledge of child development. The position could be full-time or part-time.

Major Duties & Responsibilities

- Support and implement engaging lessons aligned with the school's curriculum, philosophy, and mission.
- Maintain effective classroom management systems.
- Work individually and in small groups.
- Communicate regularly with Early Years teachers as to their needs.
- Utilize and maximize regular professional development opportunities.
- Supervises students in the classroom setting.
- Participate in the school community, including faculty meetings
- Support and monitor students in the aftercare and year-round program

Knowledge, Skills & Abilities

- Knowledge of child development, best practices, and current trends in education
- Demonstrated classroom management skills, including time, space, and materials for the most effective learning
- Experience with children
- Outstanding interpersonal, organizational, and communication skills
- Ability to follow directions explicitly

Qualifications

- Experience with Elementary Education
- An undergraduate degree is preferred.
- The ideal candidate will be available as a 12-month employee as well as after school. If the candidate takes on the afterschool role and the 12 month role the position is full-time.
- Salary is dependent on experience. Full-time employees are entitled to benefits. Benefits include generous paid time off, health insurance, retirement plan, and tuition discount for children of employees enrolled at the school.

Candidates should send the information listed below as a single PDF file to Barbara Baker at bbaker@waynecountryday.com:

- A cover letter, explaining your strengths as a candidate and why you are interested in the position.
- Résumé
- A statement describing your outlook and philosophy of education