



Job Title: Instructional Assistant – Preschool Department

Position Summary: Work with Preschool Teacher to provide support for and reinforce classroom objectives for effective student learning; and help maintain a positive learning environment ensuring students' success in school.

Job Duties and Responsibilities:

- Provide support to Teacher by maintaining and monitoring students' classroom progress and supporting a positive classroom culture and environment.
- Provide one-on-one instruction/coaching to students.
- Prepare classroom materials.
- Provide Crisis Prevention Intervention (physically restrain student when necessary to prevent harm to student, classmates and other staff members).
- Escort physically limited student(s) from class to class.
- Supervise gym area and other common areas as needed.
- Lunch Duty.
- Function as Teacher when a Teacher is absent.
- Provide coverage in classes outside of the regular classroom environment; including Physical Education, Career Education, Art and Dance.
- Other duties as assigned.

Qualifications:

- New York State certification as teaching assistant
- Experience working with adolescents preferred
- Knowledge of sign language or willing to learn

Available: September 3, 2019

Deadline: Until filled

For Information

Contact: Catrina Zowak, czowak@lexnyc.org

To Apply, Contact: jobopportunities@lexnyc.org or fax: 718-350-3332 (Please indicate Teacher – Elementary in subject line)

