



**Position Title:** Teacher Assistant

**Department:** Early Childhood

**Primary Purpose of the Job:**

To provide a safe, healthy and nurturing environment and an academically demanding dual language program that will foster bilingualism and biliteracy and enable all students to meet high academic expectations and develop critical thinking and problem-solving skills and a joy of learning.

**Essential Duties:**

1. To assist in the creation and implementation of a variety of learning environments and activities that provides opportunities for students to develop to their fullest potential and achieve their learning objectives.
2. To assist in the promotion and implementation of a dual language classroom setting and instruction.
3. To promote respect for culturally and linguistically diverse families and children.
4. To work collaboratively with teaching and grade-level teams and other staff, especially instructional coaches, to plan, share student work and ensure that instruction is aligned with identified curriculum and standards.
5. To monitor the health, safety, physical, emotional welfare and individual needs of the children and ensure they are under adult supervision at all times.
6. To supervise and assist children during family-style breakfast, lunch, and snack, as well as during bathroom and rest time.
7. To build and maintain a trusting relationship with children and their families and maintain on-going communication with parents and families
8. To assist in the guidance and discipline of children according to center and school policies.
9. To attend all regularly scheduled team planning and evaluation meetings and staff development sessions, including quarterly Saturday staff development sessions.
10. To participate collaboratively and professionally with parents and other staff to promote the general health and well-being of all students.
11. To be familiar with and abide by all personnel policies and program procedures as specified in the *Employment Manual* and the *Staff Handbook*, including reporting of suspected internal or external child abuse or neglect.

**Required Experience:**

Two or more years of experience in the care and education of young children in a group care or educational setting.

**Required Education:**

CDA License. or AA degree

**Other Requirements:**

To comply with the Americans with Disabilities Act of 1990 (ADA), which prohibits discrimination against qualified individuals on the basis of disability, it is necessary to specify the physical, mental and environmental conditions of the Essential Duties of the job. The following codes are used to explain the frequency of physical activity:

"F" for frequently; "O" for occasionally; "N" for not at all

On the job the employee must be able to carry/lift loads of:

( F ) Light (up to 25lbs.)



- ( F ) Moderate (25-50lbs.)
- ( O ) Heavy (over 50lbs.)

On the job the employee must:

- |   |            |                                  |                 |
|---|------------|----------------------------------|-----------------|
| ( F ) Bend                              | ( O ) Sit  | ( F ) Squat and Kneel            | ( F ) Stand     |
| ( F ) Crawl                             | ( F ) Walk | ( O ) Climb                      | ( F ) Push/Pull |
| ( F ) Handle objects (Manual Dexterity) |            | ( O ) Reach above shoulder level |                 |
| ( F ) Use fine finger movements         |            |                                  |                 |

To apply, please submit your resume, cover letter and references; indicating the position you are applying to:

Human Resources Department at CentroNía or DC Bilingual Public Charter School at:

1420 Columbia Road, NW, DC 20009

[centroniajobs@centronia.org](mailto:centroniajobs@centronia.org)

[dcbilingualjobs@centronia.org](mailto:dcbilingualjobs@centronia.org)

Fax (202) 745-2562

*CentroNía and DC Bilingual PCS are equal opportunity employers.*

Benefits, including health care, retirement plan, long-term disability, and life insurance, are provided for full-time staff.