

MOST HOLY ROSARY ELEMENTARY SCHOOL



TEACHER'S AIDE (TA)

FULL-TIME POSITION FOR THE 2025 -2026 SCHOOL YEAR

POSITION SUMMARY

Most Holy Rosary Catholic School seeks an enthusiastic, creative, and faith-filled Teacher's Aide to support our Early Childhood program. The TA will work closely with the classroom teacher to assist with instruction, prepare materials, and create a safe and supportive environment that fosters students' social, emotional, cognitive, and spiritual growth.

QUALIFICATIONS

- Experience working with children in a school or early childhood setting preferred.
- Ability to assist in all subject areas with small groups and individual students.
- Strong commitment to fostering a nurturing and flexible learning environment.
- Enthusiasm for supporting faith-based education and Catholic values.

ESSENTIAL FUNCTIONS

- Support and uphold the philosophy of Catholic education and the mission of Most Holy Rosary School.
- Act as a witness to Gospel values by modeling the teachings of the Catholic Church.
- Adhere to school and Diocesan policies, including the Religious Standards for Catholic School Employees.
- Maintain confidentiality regarding school matters.
- Assist the teacher in directing and evaluating student learning experiences in both curricular and extracurricular activities.
- Provide guidance that promotes students' welfare, growth, and Christian development.
- Help prepare materials for daily lessons and activities.
- Create and maintain a safe, structured, and orderly classroom environment.
- Carry out disciplinary policies alongside the teacher.
- Work with students individually and in small groups.
- Assist in keeping records of attendance, assignments, and student work.
- Attend and participate in staff meetings.
- Communicate effectively with students, parents, and colleagues.
- Demonstrate professionalism in conduct, demeanor, and work habits.
- Maintain a schedule that ensures availability to the school, students, and staff.
- Supervise extracurricular activities, as well as arrival, dismissal, and transitions, as assigned.

APPLICATION INSTRUCTIONS

Interested candidates should submit a resume to:

Sherri Stone | Email: slstone@syrdiocese.org