

Job Title: Elementary Instructional Assistant
Classification: Group I, 185-day contract year
FSLA: Exempt (not eligible for overtime pay)

Our Mission: To partner with parents to provide a distinctively Christian education that inspires excellence, independence and a transforming faith in God.

Summary:

CAC instructional assistants are responsible for aiding classroom teachers with daily supervision responsibilities, learning material preparation, behavior management, and lesson reinforcement and review.

Instructional assistants are entrusted with advancing the mission and vision of CAC. They are expected to display a responsible, Christian example in all they do while engaging students, parents and colleagues with respect.

Minimum Requirements

Education: HS Diploma — Bachelor’s degree preferred

Benefits

- Salary: Competitive
- Dependent tuition assistance

Physical Conditions

Work Environment: Classroom, Playground, Lunchroom, Field Trips
Minimal lifting required

Basic Expectations

An instructional assistant will work with and under the direction of the lead classroom teacher to perform the following duties:

- Supervise students during instruction, lunch, recess, and special events such as field trips
- Review learning material with students, either individually or in small groups, to reinforce lessons presented by lead teacher
- Help with lesson preparation by assembling materials and/or equipment
- Assist with classroom management and teaching appropriate social behaviors

Application Process

Please apply at cacmustangs.org/about/employment. For additional information, contact Executive Assistant Lisa Lancaster at llancaster@cacmustangs.org