



## **Early Childhood Classroom Teaching Assistant**

To start August 2024

### **Our Mission**

Every student. Every mind. Every heart. Known. Inspired. Challenged.

### **Our Vision**

A compassionate community of diverse learners empowered and determined to reach their unique potential and positively impact the world.

### **Our School**

Brownell Talbot, founded in 1863, is a Nebraska state-approved preschool through grade 12 school. We are a member of the National Association of Independent Schools (NAIS) and the Independent Schools Association of the Central States (ISACS) and are accredited by Cognia. Brownell Talbot is an exciting environment for professionals who like to be part of a supportive team of dedicated individuals who thrive on the challenges and rewards of working with an active community. Brownell Talbot fosters an educational environment that is inclusive and accepting of diverse individuals and viewpoints.

### **Brownell Talbot School Values**

*Compassion:* We believe in considering the unique needs of others; we show compassion by seeking to understand with genuine care, and we build a sense of belonging for everyone.

*Respect:* We believe in treating everyone with dignity; we show respect by valuing ourselves and others through our words and actions, and by taking great pride in our school.

*Responsibility:* We believe we are capable; we show responsibility by meeting expectations, finding solutions, and giving our best to each other.

*Integrity:* We believe in doing the right thing; we show integrity by keeping commitments and telling the truth, even when it's not easy.

### **Desired Skills & Qualifications**

Early Childhood classroom teaching assistant duties and responsibilities include:

- Models and encourages a culture of kindness.
- Assists students individually, in small groups or as a whole class with academic support, creative activities, develops fine/gross motor coordination, observes and reports student progress to the teacher, supports specialist teachers when necessary, assist with classroom management.
- Liaises with teachers to address student social and emotional needs, including those related to snack and lunch, health, clothing and general well being.
- Supervises students during scheduled recess duties.
- Works with teachers to create a positive classroom environment that emphasizes safety, a child-centered atmosphere, sense of order and attractive displays of student work.



- Assumes supervision and instructional tasks as assigned by the supervisory teacher.
- Attends workshop and professional development as requested.
- Supervision and/or participation in non-academic activities, including lunch and morning arrival (this begins at 7:00 am on a rotating basis.)

The successful candidate must have a high school diploma. Experience working with young children and school-based experience is preferred. The successful candidate will also possess a positive attitude, excellent written and verbal skills, strong organizational skills, and proven success within a work setting that requires collaboration, cooperation, and collegiality.

Application process: Interested candidates are invited to visit [brownell.edu/careers](http://brownell.edu/careers) to obtain an application. Please submit the completed application, resume, and cover letter to [careers@brownell.edu](mailto:careers@brownell.edu).

**\*\*Brownell Talbot College Preparatory School does not discriminate on the basis of race, color, religion, gender, gender identity, age, disability, marital status, sexual orientation or based on any other status protected under local, state, and federal law, in admission or access to, or treatment of employment or educational programs and activities.\*\***