

Renaissance Academy at Agape Church
First Steps 4K Instructional Assistant

Location: 424 Lee Road, Columbia, SC 29229

Position Type: Full-Time

Wages: Based on education and experience

Instructional Assistant must: Must be 18 years of age and have a high school diploma or a G.E.D. and one year of experience working with children and/or a certificate in early childhood education or currently working towards the completion of one. Applicants are required to complete the Criminal Background Check as required through DSS Childcare services and the laws of South Carolina. Must be CPR, First Aid, and Blood Borne Pathogen certified or obtain certification upon hire. Complete a Tuberculosis test, a physical and provide a physician's documentation of both. Be mentally and physically capable of caring for a large group of children in a classroom setting. Have a strong work ethic, punctuality, with minimal absence and be able to kneel, bend, squat, lift, push, pull, and able to carry children up to 70lbs. Must be available for full time employment and flexible to work as late as 5:00 pm and have dependable transportation.

Required Expectations: Ensure the safety and well-being of each child by responding to their emotional, social, and physical and educational needs. Apply developmentally appropriate practice and best practice methods at all times. Must work well with others and be a positive role model to the children to include customer service friendly and professional at all times

Responsibilities and duties will include:

- Engage children in activities and play that fosters and stimulates their development.
- Supervise the children while always keeping them safe.
- Assist in facilitation of daily activities that are developmentally appropriate for preschoolers.
- Create and maintain an environment that is clean, organized, and safe.
- Establish a professional level of rapport with each family in order to provide quality care.
- Assist the Lead Teacher in implementing curriculum and planning daily activities that are developmentally appropriate for young children.
- Attend and engage in occasional parent participation events and other events that may be on nights and/or weekends.
- Assist with the completion of daily sheets and the daily activities connect to eating and sleeping.
- Communicate with the Lead Teacher regarding all aspects of the children's care as well as classroom management.
- Maintain a professional self-image and project the values of the organization at all times

Immediate Supervisor: Assistant Teachers are under the supervision of the Lead Teacher in the classroom and reports directly to the Program Director.

To apply, please call (803) 454-2375 or email your resume and a copy of an Official College Transcript to faithincc@yahoo.com Attn: Veronica Reynolds, Director.