



POSITION TITLE: Teacher Assistant (Grade 1)

St. John's Episcopal Parish Day School is distinguished by 70 years of demonstrated success in preparing children for lives of learning and service in our ever-changing society. Renowned for its Episcopal identity, a core belief in the potential of our children, and the sanctity of childhood, the school delivers an unparalleled, values-driven preparatory education. Hard work, faith, honesty, and a commitment to excellence allow our graduates to thrive in high school, college, and beyond.

Located in the heart of Tampa, St. John's provides an exceptional education for over 530 students in pre-kindergarten through eighth grade. The School's Core Values and Episcopal identity focus on inclusivity, support, respect, and the shared values reflected in the School's Mission Statement. Our students are *Empowered to Lead, Inspired to Serve*. A feeling of positive energy, inclusiveness, optimism, respect, and kindness permeates our campuses.

POSITION DESCRIPTION:

St. John's seeks three energetic and dynamic individuals with demonstrated professional excellence to join our outstanding Lower Division team as **Teacher Assistants of Grade 1**. **The School is adding the positions in support of our outstanding first grade teaching team.** These are full-time, benefits-eligible positions with an **immediate start date**. The successful candidates will be expected to successfully meet the following responsibilities:

- Have a love for teaching and the ability to build a trusting relationship with students, teachers, and parents;
- Reinforce lessons presented by teachers by reviewing material with students one-on-one or in small groups;
- Help students adjust, learn, and socialize and report to teachers about possible behavioral issues;
- Help teachers with recordkeeping, such as tracking attendance, and assist and address individual student needs;
- Provide additional supervision for students during class, lunch, recess, between classes, and on class outings or field trips;
- While every class must be allocated to a qualified teacher, the teacher's assistant can be expected to supervise or lead a lesson for a teacher who is off sick or undertaking training;
- Model on a daily basis the conduct we expect of our students and consistently exhibit the highest standards of professionalism;

- Work collaboratively with colleagues to create, plan, and prepare thoughtful lesson plans as part of an instructional program that is age-appropriate and addresses individual student needs;
- Attend all professional gatherings and in-service meetings;
- Be available to consult with students, parents, and colleagues as part of parent conferences and as needed basis;
- Attend institutional gatherings and events as necessary or requested by the Head of School in support of the School's mission;
- Demonstrate intellectual curiosity, strong communication skills, openness to others' ideas, and the eagerness to extend themselves for others.

Qualified candidates are invited to submit a current resume, cover letter, and list of not fewer than three references to: Diane Scott, Executive Assistant to the Head of School, at dscott@stjohnseagles.org.

St. John's Episcopal School provides equal opportunity for all qualified applicants and complies with all laws, rules, and regulations, including Title IX of the Education Amendments Act of 1972 and Section 504 of the Rehabilitation Act of 1973. It does not discriminate in its employment practices, educational programs, or any other program or activity of the school on the basis of race, color, gender, ancestry, religion, national origin, genetic information, marital status, family status, disability, or any other protected characteristic. Applicants needing reasonable accommodations to participate in the application process should contact Michael Matthews at (813) 849-4200.