

St. Philomena School
3224 Cory's Lane
Portsmouth, RI 02871

Position: PreSchool/Prek Assistant

Hours: Monday-Friday (During school year) 9:30 AM to 5:30 PM

(Traditionally 180 school days and 5 professional days)

Salary -\$14/hr

Starting: September 2020 - June 2021

Responsibilities and general expectations include but are not limited to:

- . Ensuring children's safety and healthy growth
- . Being warm, compassionate and appropriately caring to each child
- . Having a sense of humor and love for children
- . Being punctual, dependable, responsible and attentive
- . Demonstrating flexibility, willingness to adapt, and open-mindedness
- . Being a self-driven team member
- . Assisting teacher with various tasks as directed
- . Being task oriented
- . Serving as a good ambassador of Catholic school mission and identity
- . Collaborating with colleagues and contributing to positive school culture.
- . Demonstrating skill at leading small and large group learning experiences
- . Supervising children and maintaining appropriate classroom management
- . Demonstrating comfort with whole group direction
- . Cleaning/sanitizing as needed
- . Assisting with after school activities as directed by Administration
 - . Assisting in aftercare program

Interested applicants should send resume and supporting materials to:

Dawn Pagano, Vice Principal
DPagano@saintphilomena.org