



泽兰基督教学校 / Escuela Cristiana de Zeeland / Zeeland Christian School is the only threeschool – 8th-grade school in the Midwest where a child can learn in a Christ-centered and tri-lingual environment where all abilities are welcome and celebrated. It's what's best for kids and that's what we're all about.

At Zeeland Christian School, we Love God, Love Kids, and Love Learning. We expect our staff to have a personal relationship with Jesus, have a passion for working with children, and enjoy helping children of all abilities learn.

An Instructional Assistant at ZCS has a variety of different tasks such as assisting classroom teachers by providing instructional and behavioral support in the classroom, including but not limited to large group instruction, small group instruction and individual instruction. This candidate will need native like Spanish fluency.

#### Position Specifics:

- Carry out classroom procedures as set by the classroom teacher.
- Lead small group lessons as directed by the teacher.
- Teach and/or re-teach lessons on a one-to-one basis.
- Assist the lead teacher with classroom management and supporting positive student behaviors.
- Assist the classroom teacher with grading, organization, etc.
- Prepare materials for teacher and students as directed by the teacher.
- Serve as a mature language model by having intentional conversations with the lead teacher for students to witness and maintaining high expectations for student language production.
- Occasionally teach or assist in other classrooms and/or grade levels as needs arise around the school.
- Supervise students appropriately during recess (during scheduled recess duty times).
- Help execute and maintain emergency procedures & accommodations with students with special needs and safety/health issues with children

Ideal Candidates for an Instructional Assistant position would possess the qualifications listed below:

- At least 18 years old
- Experience interacting with children of elementary with varied abilities
- Preference given to candidates with course work in education or child development
- Ability to maintain confidentiality regarding student information
- Ability to take direction from others and form a complementary relationship to classroom teachers that results in teamwork, a free exchange of ideas, and enhanced problem-solving skills

Compensation:

- Starting at \$15.00 per hour, depending on education background and/or years of experience in a related field
- Benefits not available for part-time employees
- Paid sick time might be applicable dependant on hours
- Pay is distributed on a semi monthly basis during the school year. Employees are not paid during the summer months when not working.
- Any requested staff training events will be paid.

Apply by sending your resume and cover letter to [jobs@zcs.org](mailto:jobs@zcs.org) along with completing the Assistant Application