



Denver Academy of Torah

Assistant Teacher Job Description

Position Overview:

Denver Academy of Torah is looking for an amazing Teacher Assistant to partner with our Teachers in educating our students. You'll get to work with children of various ages and educational needs, while learning how to craft effective lesson plans and organize classrooms.

As an Assistant Teacher, you will be responsible for a wide variety of duties, such as helping students learn both individually and in small groups, helping with classroom management, greeting and preparing for the day, etc.

The ideal candidate is proactive, creative, and patient with a positive attitude. This is a Full time 10 month position.

Responsibilities

- Help teachers prepare lesson plans
- Set up necessary material for classes
- Track student attendance and class schedules
- Review material taught in class with individual students with learning challenges
- Work with smaller groups of students for remedial teaching or reinforcing the learning process
- Escort and supervise students in field trips and school activities
- Make sure classrooms are safe and tidy before classes start
- Assist teachers with various tasks, like grading assignments and informing parents of their children's progress

Requirements

- Experience as an Assistant Teacher
- Familiarity with school administrative tasks and learning methods
- Great communication and organizational skills
- Cool-tempered and positive attitude
- Firm but kind personality
- A love for teaching and the ability to build a trusting relationship with students, teachers and parents
- College or associate's degree is preferred
- Knowledge of the Hebrew language preferred, but not required



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Salary Range: \$42,000 to 47,000.00 per year

Benefits:

- Flexible spending account
- Health insurance
- Life insurance
- Paid time off
- Parental leave
- Professional development assistance
- Retirement plan
- Vision insurance

Education:

- High school or equivalent (Preferred)
- 3 years working with children in an assistant or higher role

Experience:

- Childcare: 1 year (Preferred)