



## **IBPYP Elementary School Teacher Assistant in Math (2<sup>nd</sup>-5<sup>th</sup>)**

**Job Summary:** The Assistant will be responsible for support the teachers with the educational, behavioral, and social emotional needs of students in the classroom and community.

**Position Begins:** August 2019

### **Essential Duties:**

The following duties are representative for this position. The omission of specific statements of duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.

- In accordance with lesson plans developed by the teacher, provides small group and/or individualized instruction to students.
- Monitors students before and after school and during other non-instructional transitional periods.
- \* Provides support to homeroom teachers.
- Assists teachers with daily classroom management activities designed to ensure that students demonstrate behavior that is conducive to an effective learning environment.
- Assists teachers with assessment of student performance (standardized and non-standardized testing) and other recordkeeping tasks.
- Assists teachers with the development and organization of appropriate instructional materials for use with students and ensures the availability of these materials prior to scheduled instructional segments.
- Performs other duties as assigned.

**Minimum Qualifications:** Must hold a minimum of a High School Diploma and a passing score on the Georgia Professional Standard Commission Paraprofessional assessment. Preferable an Associate's Degree and experience with special education.

**Submission Details:** Please submit a cover letter that speaks to a proven student achievement track record, the teaching of inquiry based learning and philosophy on global education/diversity along with a current resume. Submit these documents via email [jobs@icsgeorgia.org](mailto:jobs@icsgeorgia.org).