



Boyne Falls Public School Preschool (Co-teacher) Teacher Assistant Job Posting

September 8, 2017

Boyne Falls Public School has an opening for a Teacher Assistant in its Little Logger Preschool Classroom to be effective for the 2017-2018 school year.

Position Summary: This position is a co-teaching position with current lead teacher in the 3-5 year old Little Logger Preschool Classroom.

Salary/Benefits: Salary determined by experience.

Principle Duties and Responsibilities Understand and have knowledge of current theories and practices of early child development • Assist the lead teacher in implementing classroom instruction based on Creative Curriculum • Assist in creating and maintaining a positive, developmentally appropriate, and safe classroom environment that is conducive to learning • Develop and implement effective classroom management • Observe each child to assess skills, interests and needs and use this information to facilitate individual learning and growth • Provide comfort to distressed children through compassion and tact • Provide support to the lead teaching in planning lessons and daily activities based on the principles of child development • Maintain an open line of communication with parents and provide appropriate information • Oversee children to make sure that they are safe during indoor and outdoor activities • Assume the lead teacher's role in the event of their absence • Ability to work collaboratively with all members of the preschool staff, school staff, students and their parents.

Education • Completion of an associate's or bachelor's degree in Early Childhood Development, Early Childhood Education or Elementary Education is preferred.

Please direct questions to Program Co-Directors Mitchell Klooster or Kathleen Powers at 231-549-2211 or e-mail at mklooster@boynefalls.org . Persons who are interested in this position should submit a letter of interest, resume, references, and transcripts on or before 3:00 p.m. Friday, September 15, 2017 or until filled to Mitchell Klooster & Kathleen Powers, Program Co-Directors at PO Box 356, Boyne Falls, MI 49713 or mklooster@boynefalls.org