



## **STUDENT SUPPORT AID-PART TIME MONDAY – THURSDAY**

\$16.66/hour

The Student Support Aide will be adaptable and able to assist with a variety of tasks throughout the day, which may include supporting the before- or after-school program, assisting staff, supporting students in the classroom, and supervising recess.

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### **Qualifications:**

- **Education:** Minimum High School Diploma
- **Experience:** Prior experience working with children is required
- **Faith Commitment:**
  - Must have a personal relationship with Jesus Christ
  - Must regularly attend an evangelical, Bible-believing church
  - Must support the school's mission, faith statement, and position statements
- **Holistic Development Approach:**
  - Committed to nurturing students academically, spiritually, physically, emotionally, and socially
- **Skills & Attributes:**
  - Strong interpersonal communication with students, staff, and parents
  - Proficient in classroom and child management
  - Ability to inspire and cultivate each student's God-given potential

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### **Responsibilities:**

- **Before or after school care for students in our Extended Day Program**
  - Ability to learn and use technology
  - Plan and implement a variety of activities for grades K4-6
  - Maintain a neat and attractive classroom
  - Monitor students on the playground and ensure students are abiding by school rules
  - If receiving payment deliver to office
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- **Classroom Support & Supervision:**
  - Follow and implement teacher's lesson plans
  - Maintain classroom order and daily schedules
  - Assist with assignments and clarify difficult concepts for students

- Ensure classroom functionality and student engagement
  - **Student Safety & Wellbeing:**
    - Supervise students at all times, including recess and transitions
    - Administer first aid as needed
    - Intervene in and prevent unsafe situations
    - Monitor and assist with playground equipment
    - Ensure school rules are followed; complete discipline and accident reports as necessary
  - **Parent & Staff Communication:**
    - Communicate regularly about student progress and any concerns
    - Work collaboratively with teachers and administration
  - **Character & Conduct:**
    - Model patience, firmness, and consistent Christian behavior
    - Uphold punctuality and regular attendance
    - Maintain good physical health and stamina for outdoor duties
  - **Additional Duties:**
    - Lock/unlock sheds and manage playground equipment checkout
    - Guide non-students to the office for proper sign-in
    - Participate in required staff development and training
  - **Environmental Expectations:**
    - Be prepared to work in varying weather conditions: hot, cold, wet, snowy, humid, or windy
    - Supervise indoor recess in the lobby when weather prevents outdoor play
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