



PRESCHOOL THROUGH GRADE 12

WE PRAY! WE LEARN! WE ACHIEVE!

July 15, 2024

St. Patrick Catholic School, immersed in the teachings of the Catholic Church, is dedicated to providing excellent spiritual and academic formation in the development of well-rounded individuals centered in Christ.

St. Patrick Catholic School is seeking a **part time (19 hours per week) elementary teacher assistant**. This position is for elementary classrooms for the 2024/2025 school year.

Report to: Mrs. Cortney Smith, Elementary Principal

Job Description:

Work with students within the classroom setting to support academic and behavior goals. Additionally, qualified applicants must be dependable, flexible, and able to maintain confidentiality.

General duties may include, but are not limited to:

Support classroom teachers and students with specialized learning plans.

Supervise lunch/recess and areas within the school, as assigned.

Ability to work and problem solve with students and adults in a positive manner.

Organize classroom learning and materials to maximize student time on tasks as well as motivate student learning.

At all times, demonstrate professional responsibility in enforcing diocesan and school policies, and regulations.

Display sound judgment in dress and general behavior.

Required knowledge/skills:

Practicing Catholic living in accordance with the Magisterium of the Catholic Church.

Proficient in written communication.

Expert in multitasking and problem solving.

Qualifications:

Valid High School Diploma or equivalent.

Please send cover letter, resume, and Diocesan application [click here](#) for employment to:

Cortney Smith, PS - 8 Principal

St. Patrick Catholic School

Email: cortneysmith@portlandstpats.org

Application Deadline:

- Friday, August 2, 2024

Interviews will be held:

- Week of August 5, 2024