

## **JOB DESCRIPTION**

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### **Preschool Aide**

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#### **Parents' Preschool of Ellwood City**

#### **Job Description**

For over 50 years, Parents' Preschool of Ellwood City has provided high quality preschool education to 3, 4 and 5-year olds in the Ellwood City area. Parents' Preschool is a licensed, parent-run preschool where teachers are given great freedom and responsibility in running their classrooms. We are looking for a preschool aide to join our dedicated staff. We currently have an opening for an aide in our morning classes, Monday-Friday.

#### **Job Responsibilities**

As a Preschool Aide, you will be responsible for assisting the Preschool Teacher(s) in instructing Preschool aged children in activities designed to promote social, physical and intellectual growth.

#### **Additional responsibilities include:**

- Working with the classroom teacher to ensure that each child has a rewarding preschool experience
- Enforcing rules established by the teacher to promote positive behavior
- Attending to children's basic needs including supervising snack times and free play
- Attending monthly board meetings

## **JOB REQUIREMENTS**

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### **Preschool Aide**

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#### **Job Requirements**

A successful Preschool Aide candidate must be energetic, with a positive attitude, and creative personality.

#### **Additional requirements of the Preschool Aide include:**

- Must be at least 18 years of age with a high school diploma or equivalent
- At least 1 year of experience in a preschool environment is preferred
- Patience and flexibility
- Must have all clearances required by the state of Pennsylvania and CPR certification prior to the start of school

Applicants should send their cover letter and resume to [parentspreboard@gmail.com](mailto:parentspreboard@gmail.com). All who apply will get a confirmation of receipt.

## **JOB SNAPSHOT**

**Employment Type** Part-Time

**Job Type** Education, Training, Professional Services

**Education** HS Diploma

**Experience** At least 1 year preferred

**Manages Others** No

**Relocation** No

**Industry** Education

**Required Travel** No

**Job ID** Preschool Aide