

## **Teacher Assistant - Sault Ste. Marie Cooperative Preschool Inc.**

*1606 Seymour Ave., Sault Ste. Marie, MI, 49783*

SSM Cooperative Preschool Inc. is accepting applications for a Teacher Assistant for our GSRP classroom. Email your resume, cover letter and references to [saultcooperative@gmail.com](mailto:saultcooperative@gmail.com) or mail it to Sault Cooperative Preschool P.O. Box 205, Sault Ste. Marie, MI 49783.

*We are looking for candidates who are dedicated and passionate about the growth and development of our students.*

### **Minimum Qualifications:**

- Associate Degree in Early Childhood Education or Child Development or the equivalent; or a valid Center-Based CDA credential. There may be an opportunity for support from the preschool for the right candidate.
- The Teacher Assistant must meet the health requirements of the State of Michigan Department of Human Services Bureau of Child and Adult Licensing Childcare Licensing Rules (R 400.8128).
- Must undergo a comprehensive background check that includes fingerprints in compliance with the State of Michigan Department of Consumer and Industry Services, Bureau of Regulatory Services, Division of Child Care Licensing.
- Will require CPR and first aid certification prior to start date. The preschool will support applicants without current certification to gain requisite training.

### **Responsibilities will include, but are not limited to:**

- Assist the Lead Instructor with classroom instructions, free time activities, organizing activities and project work area. Preparing for class projects and lessons, as well as assisting with dismissal at the close of the session.
- Assist in oversight of children during snack or lunch period.
- Assist in monitoring children as they traverse between the classrooms, restrooms and outdoor play, when applicable. The Teacher Assistant will wait with any children present after close of session and will notify parents when appropriate.
- Attend pertinent staff meetings, IEPs, and other in-service training sessions at the request of the supervisor
- Be familiar with and capable of implementing emergency procedures.
- All other duties as assigned by the Lead Instructor or Sault Cooperative Preschool Administration.