



Preschool Teacher Assistant

Make a difference at HOPE! Spokane HOPE teaches and supports children who are deaf and hard of hearing to listen, speak, learn and thrive. We do this in our Preschool Program through one-on-one and small group instruction taught by Teachers of the Deaf, Speech Language Pathologists and Teacher Assistants. What's unique about HOPE is we don't teach or use ASL. HOPE's goal is to build each child's oral language foundation so they can transition to kindergarten prepared to learn alongside their hearing peers.

Spokane HOPE's Preschool teacher's assistant (TA) supports teachers in all areas of classroom activities to create an environment which fosters independence, confidence, creativity and respect. These activities include, but are not limited to: Preparing essential materials, tracking classroom supplies, assisting with arrival and dismissal routines, facilitating play and language development in the classroom, facilitating snack time, and aiding in self-care tasks for students.

Schedule: This is a 10-month position, following a typical school year calendar, Monday – Thursday, 8:00 am – 4:00 pm.

Pay: \$16.00 - \$20.00/hr based on experience and certifications

Essential Duties/Responsibilities:

- Assist classroom teacher in preparation of activities as they relate specifically to the individual students, classroom themes, and lessons (i.e., learning centers, craft projects, lesson support).
- Maintain and keep classrooms organized and relevant to the students and their individual needs.
- Organize classroom space and materials to meet the language and motor needs as directed by the classroom teacher.
- Assist in arrival and dismissal by organizing students on and off cars, vans, and buses.
- Assist classroom teacher in the general supervision and management of the classroom
- Collaborate with classroom teacher and other HOPE staff members in facilitating a language-rich learning environment for students.
- Assist classroom teachers in collecting language samples of students during classroom routines.
- Supervise snack time
- Basic cleaning and organizing of learning spaces and kitchen

Other Duties:

- Attend required Team meetings and related trainings.
- Maintain communication with classroom teacher, director, and other HOPE staff as related to the position.
- Display professionalism in attire, interactions with students and family, and collaboration with staff and related professionals.
- Uphold privacy compliancy for the safety and protection of students and families.

Requirements**Physical demands:**

- Ability to carry up to 30 lbs.
- Ability to stoop or kneel consistently throughout an 8-hour shift.
- Ability to maintain the safety and support of young students requiring adult assistance in activities related to an early childhood education classroom routine including restroom support and diapering.

Education, licenses, certifications, skills and experience:

- High school diploma required. Associate of arts degree in a job-related area (i.e. Early Childhood Education) preferred
- Patience, flexibility, and ability to relate and engage young children.
- Treatment of all students, families, and other staff with respect and dignity.
- Obtain CPR, First Aid, and Food Handler's certifications offered by Spokane HOPE
- Pass a criminal background check

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

To be considered for this position, the following documents must be submitted to:
info@spokanehope.org

- Resume
- Three references included on resume
- Any applicable licensure/certification