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TITLE: Teaching Assistant (TA)

SEASONAL

REPORTS TO: Executive Director

June 20 - August 4, 2022* (w/student testing support and pre-planning workshops as needed)

*NHPS Teachers: Start date flexible depending on NHPS last day

Mission: Horizons at Foote advances educational equity through a robust academic and enrichment program that builds on long-term partnerships with families and communities to provide a joyful, safe, and inspiring learning environment that empowers students from New Haven Public Schools to thrive in an ever-changing world.

Position Summary: *Horizons at Foote* is looking for a dedicated, flexible and enthusiastic teaching assistant who loves working with children, works well in collaboration with others and takes initiative. In addition, this person will have a strong commitment to the *Horizons at Foote* mission and interest in being involved in our community during the six-week summer enrichment program and through participation in year-round events. This position requires an ongoing commitment to the Horizons students and families and a keen interest in professional development for desired areas of growth. The ideal candidate will learn and grow with the organization. We are planning for in-person programming using applicable CDC guidelines.

General Description:

- Work with head teacher in a classroom of approximately 16 students during a six-week summer academic and enrichment program
- Develop and lead small group activities
- Help plan and present class lessons
- Prepare and gather materials for lessons and projects
- Monitor students at recess and some specials
- Build strong, consistent, and mutually respectful relationships with students and their families
- Attend all field trips, participate daily in meals with students, assist students during swim lessons, attend our annual family night, faculty meetings, and other duties as assigned
- Attend one week of orientation and set up prior to the start of the program
- Attend health and allergy trainings; awareness of class' allergies and health statuses, communicate with head teacher, classroom interns and volunteers to ensure awareness

Important Program Dates:

- **Tuesday, June 20 - Friday, June 23** - Orientation and classroom setup*
- **Monday, June 26 - Friday, August 4** - Six-week program (closed July 4th)
- **Monday, July 3** - Family Night Cookout (5:00-6:00pm)
- **Wednesday, August 2** - Student End of Summer Reports due



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Requirements:

- Bachelor's degree or enrolled in college (pre-service teacher preferred)
- Experience working in a K-8 classroom preferred
- A passion for working with children
- Effective oral and communication skills

Starting Salary: \$4,250

We actively encourage applications from candidates with broad and diverse backgrounds. **Individuals interested in being considered for this position should send:**

- Current Resume
- Letter of Interest/Cover Letter
- List of Three References

To: Rashana Graham (she/her) at rgraham@horizons.footeschool.org

- In the subject line, please indicate your preference for the position:
 - **Teaching Assistant Candidate for _____** (K-2, 3-5, 6-8, Music, Art, PE).

For additional information please visit: <http://www.horizonsatfoote.org>

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Thank you for your interest in Horizons at Foote!