

Roots School
Full-Time K-1 Teacher Assistant



Roots School is currently hiring for a full-time Assistant in our K-1 classroom next school year 23/24.

Job description

Roots School is an accredited independent private school for students from Preschool to 6th grade. We create a flexible learning environment to encourage students to develop their unique potential through our project-based approach, multi-age setting, small classes, and emphasis on critical thinking and creativity.

Our Mission: Through experiential and academic learning, we encourage students to integrate creativity, critical thinking, integrity, and compassion to engage collaboratively and realize their potential as unique, fulfilled individuals.

Requirements for All ROOTS Employees:

- Be a self-starter and be resourceful
- Apply a dedicated work ethic, willing to help and take on additional duties as needed
- Follow ROOTS policies and procedures

- **Responsibility with Students**
 - Support the teacher by taking direction and helping kids to focus through positive reinforcement.
 - Employs project-based approaches in teaching strategies
 - Monitor student behavior and redirect students when needed
 - Maintain classroom as a safe, respectful environment that cultivates learning
 - Encourage appropriate behavior, communication, and conflict resolution
 - Work with students to develop self-control and self-advocacy
 - Cooperate with other members of the staff in planning and implementing instructional goals, objectives, and methods.
 - Consistently assesses student achievement through informal assessments.
 - Monitor students during recess
 - Assist with pick-up and drop-off
- **Responsibility with Parents**
 - Attend parent conferences if requested
 - Welcome families into the school and classroom as directed by lead teacher
- **Responsibility with Community**
 - Presents a positive role model for students that supports the school's mission.
 - Check and responds to email in a timely manner (daily)
 - Maintains a professional relationship with all colleagues, students, parents, and community members

- Help prepare school spaces for and attend open houses, presentation nights, and our annual fundraiser
- Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
- Coaches individual students and groups, and promotes the development of social skills through group interaction.
- Able to work within ROOTS alternative educational framework.
- Present yourself in a professional manner, speaking positively of ROOTS, especially in the community
- **Administrative Responsibilities**
 - Enforce school policy
 - Attend staff meetings as requested
 - Supervise recess and lunchtime and initiate and run group games
 - Be present each scheduled day from 8:30 am to 3:30 pm unless otherwise noted.
- **Content Responsibilities**
 - Teach small groups and individual students one on one
 - **Ethics**
 - Maintain confidentiality of all information regarding students, even though we are small and close we must maintain our professional integrity
 - Report suspected child abuse according to the law, policies, and procedures.
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Must be a current Maui resident to be considered

Job is Full-Time

Health/Dental Insurance

Sick Days/Personal Days

Monday-Friday 8:30 am-3:30 pm

\$25,000-28,750 salary depending on experience