

Village of Antioch

Job Description

Job Title: Camp Crayon Preschool Teacher Assistant

Department: Parks and Recreation

Reports to: Program Supervisor

Qualifications:

Minimum High School Degree or GED equivalent with experience in Child Development or Early Childhood education preferred. Related work experience of 3-5 years. First Aid and CPR certified.

Job Summary

Under the direct supervision of the Lead Teacher, the aide will work alongside the Lead teacher maintaining a safe, positive experience for the children of Camp Crayon Preschool.

Essential Functions

- Communicate effectively with parents and children.
- Maintain a high level of confidentiality concerning safety, health and work-related matters.
- Ability to have a quick action response in the event of emergency.
- Attend all staff meetings
- Set up the classroom at the beginning of the day and pack it up at the end of the day.
- Assist with maintaining supplies and equipment in a safe and workable condition
- Perform other duties and functions as requested
- Attend conferences and workshops as they pertain to the preschool, within the budget parameter and with the Program Supervisor
- Due to the nature of the job, additional time beyond the specific class time may be necessary

To Apply:

If interested, please complete an application for employment online at www.antioch.il.gov