



# Nicaragua Christian Academy

*"ACADEMIC EXCELLENCE WITH A CHRISTIAN FOUNDATION"*



## Educational Assistant

### Overview:

This position was established for the purpose of assisting classroom teachers in the planning and implementing of learning experiences that help in the academic, emotional, social, spiritual and physical development of children within a Christian, safe and healthy learning environment. We have one Educational Assistant for each grade from preschool through sixth grade.

### Schedule:

7:00 AM to 3:00 PM Monday-Friday

### Primary Responsibilities (Overview):

- Demonstrate a strong commitment to the spiritual and academic growth of all of our students.
- Work with the lead teacher in the planning and implementation of learning activities for students in the classroom.
- Actively engage in professional development opportunities provided through NCAI, including, but not limited to, Teacher Crash Course, inservice day workshops, pursuit of ACSI certification, and professional reading.
- Continuously monitor children to ensure their safety, whether in the classroom, playground, lunch area, or elective classes; set appropriate boundaries with confidence and competence.
- To the extent of abilities and time, prepare materials for class, translate letters and notes, grade simple assignments, and record grades in the database.
- Assume teaching responsibilities when a teacher is absent from the classroom.

### Qualifications:

- A bachelor's degree from an accredited college or university in an education-related field (preferable), or studying to become a professional in the area of education (preferable)
- Demonstrated experience and success working with preschool or elementary students
- Exceptional organizational and planning skills
- Ability to work collaboratively
- Evangelical Christian testimony with active local church experience (required)
- Complete fluency in English language required; fluency in Spanish desired