



DIVINE MERCY ACADEMY

Truth through Faith and Reason

Position Open for: Non-Instructional School Aide

Preferred Hours: 11am-2pm Monday, Tuesday, Thursday, Friday

Compensation: 12/hr

Responsibilities:

Reception of students during the lunch period

- Participate in routine of prayer
- Assist in the orderly flow of food prep (utilizing house-model)
- Monitor student behavior during the lunch period
- Guide clean-up (utilizing house-model)

Accompany students for recess

- Monitor student behavior
- Assist with minor first-aid
- Provide written/documentation of student behaviors or needs that require attention

Authority

- Use an established sequence of discipline for students
- Report disciplinary incidents that are habitual or serious
- Apply consequences and track/monitor student privileges

Assist lead teacher

- Read with students
- Aid in multi-age math activities
- Other tasks as needed

Please contact Cheryl Roller (cheryl.roller@gmail.com) with questions or to apply.