



PRE-SCHOOL AIDE	
Reports To: Pre-school Teacher	Department: MSHS
Entry Wage: \$15.51	Status: Non-Exempt

**Essential Duties and Responsibilities** (This is not an exhaustive list of all duties/responsibilities. Other duties may be assigned)

- ◆ Assist Teacher with planning and conducting a classroom instructional curriculum and activities, for assigned children, that encourages growth of language, social, emotional, physical, intellectual, and communication skills
- ◆ Assist in daily health checks of children
- ◆ Assist in Conducting and monitoring developmental screening of children, assist in implementing Individual Educational Plans (IEPs) for children and Individualized Family Service Plans (IFSPs) for families
- ◆ Monitor the progress of individual children
- ◆ Supervise classroom activities in the absence of the Teacher

**Qualifications**

- ◆ Required
  - ✓ Preschool Child Development Associate credential (CDA)
    - Be enrolled in a CDA program that will be completed in 2 years
  - ✓ **OR** Associate degree, preferably in Early Childhood Education
  - ✓ Current driver's license and proof of auto insurance
  - ✓ Must pass physical examination and background checks, including state day care clearance
  - ✓ Must obtain clearance of Tuberculosis
  - ✓ Must obtain First Aid and CPR certification
- ◆ Preferred
  - ✓ Ability to proficiently read, speak, and write in both English/Spanish in a business setting

**Yes! We offer benefits for our Seasonal Staff. What's in it for you.....**

- Medical, Dental and Vision Benefits
  - Low deductibles
  - Low employee premiums
- Group Life Insurance
- Roth & Traditional 401K
  - Available after 1 yr. of employment
  - Employers match up to 4.5%
- Employee Assistance Program (EAP) • Legal Shield • AFLAC • Benefit Continuation (COBRA)

**LEAVE:**

- Paid Time Off (PTO)
  - First year of service - 16 hours up front and up to 5 PTO days each year
  - After 3 years of service - 16 hours up front and up to 8 PTO days each year
  - After 10 years of service - 24 hours up front and up to 12 PTO days each year
  - After 20 years of service - 24 hours up front and up to 16 PTO days each year
  - After 30 years of service - 32 hours up front and up to 20 PTO days each year
- Paid Holidays
- Educational Leave

**Please note:**

**\*\*\*All positions with CC Idaho require that you be vaccinated against Covid-19 unless you need a reasonable accommodation for religion or a health-related need.\*\*\***