



## SANT BANI SCHOOL

### Teaching Fellow

#### Full Time

**FLSA:** Exempt

**Description:** Teachers at Sant Bani School believe in the development of the whole child. They provide a developmentally designed, nurturing atmosphere of educational inquiry, built on the belief that we have something to learn from everyone.

The Teaching Fellows contribute positively to the culture of the school by providing assistance with PreSchool-8 classes, helping the teaching staff build and maintain strong positive classrooms, participating in school activities, and assisting in issues relating to the well-being of students during their time at school.

#### Work Expectations

- Monday through Thursday 8:00am - 4:30pm
- Friday 8:00am - 3:30pm
- One Wednesday a month from 7:45am - 8:15am for All Staff Meeting

**Reports to:** Director of Educational Programs

#### Duties & Responsibilities

- Classroom and small group teaching as assigned
- Serving as a model for students: supporting and complying with school policies and rules, and participating in the spirit of the school community
- Assisting teachers with classroom management
- Participating in three all-school service days per year
- Student academic support and tutoring
- Working with teachers in evaluating student progress and gains
- Proctoring assessments
- Helping with any off campus / outdoor activities scheduled during the school day, including recess, field trips and winter activities, etc.
- Subbing as assigned
- Lunch and recess duties as assigned
- Monitoring and managing student's non-scheduled time
- Afterschool enrichment duty
- All other duties as assigned by the Director of Educational Programs

*\*position is ineligible for benefits*