

FLEMINGTON-RARITAN REGIONAL SCHOOLS

JOB DESCRIPTION

TITLE: **TEACHER ASSISTANT**

QUALIFICATIONS:

Minimum:

1. Associates Degree or Sixty College Credits
2. Ability to maintain a positive learning environment
3. Good interpersonal and communication skills.
4. Criminal history background check and proof of U.S. citizenship or legal resident alien status and a complete physical examination.

REPORTS TO: School Principal or designee

JOB GOAL: The Teacher Assistant assists the Classroom Teacher in routine tasks during the school day. The Teacher Assistant works cooperatively with the Teacher, the Principal or designee and Special Services Team in providing proper care and instruction for pupils.

PERFORMANCE RESPONSIBILITIES:

1. Assists in taking care of the physical needs of the pupils.
2. Assists in monitoring of the pupils when necessary during recess and lunch periods, and other assigned times.
3. Assists the Classroom Teacher with individualized and group instruction under the guidance and direction of the Classroom Teacher.
4. Assists in escorting the pupils to and from assigned classrooms when necessary.
5. Assists in loading and unloading pupils from transportation buses or vans when necessary.
6. Assists the Classroom Teacher in clerical duties.
7. Assists pupils in the operation of assistive technology and augmentive devices.
8. Performs other duties as assigned by the Principal, Classroom Teacher, or Special Services Team directly related to a good learning experience for pupils.

TERMS OF

EMPLOYMENT: Salary for a ten month work year subject to negotiations between the FREA and the Board of Education.

EVALUATION: Performance of this job will be evaluated annually in accordance with the Board's policy on evaluation of support staff.

APPROVED BY: Board of Education **DATE:** _____

REVISED: June 9, 2008