



WESTLAKE

CHRISTIAN ACADEMY

CLASSROOM AIDE

GRAYSLAKE, ILLINOIS | WESTLAKECHRISTIAN.ORG | INFO@WESTLAKECHRISTIAN.ORG

QUALIFICATIONS

- A regenerated disciple of Jesus Christ, actively involved in an area evangelical church
- An energetic, creative, patient and loving individual who enjoys small children
- Is punctual and dependable
- Works well with lead teacher and takes directions
- Has a desire to work with young children, creating a safe, loving, caring environment
- All general qualifications for faculty/staff

RESPONSIBILITIES

- Provide instructional assistance to assigned teacher.
- Provide supervision of students in the program. Manage distractive and behavioral problems in a gracious and effective manner.
- Engage students in the learning process as directed by the lead teacher.
- Help ensure the safety and accounting of each child in the program and ensure a safe environment.
- Interact with children in a way that reinforces Biblical principles and character qualities.
- Address any first aid needs of children.
- Ensure that no child is ever left alone.

ACCOUNTABILITY

- Answer directly to the teacher for the program.
- Evaluated annually each January by the lead teacher.

HOURS, HOLIDAYS, VACATION

The classroom aide is a non-exempt, hourly, part-time position. Hours are determined according to the needs of individual classes. This position is contingent on enrollment numbers and runs during the school year whenever school is in session. Depending on hours required, this position may qualify for a tuition discount.

SCHOOL PROFILE

- Preschool-12th Grade
- Enrollment: 300
- Founded 1972
- Accredited by ACSI
- Regional accreditation by Cognia
- Recognized by Illinois State Board of Education