



LAFAYETTE PREPARATORY ACADEMY

St. Louis, MO | Est. 2013

Teacher Assistant Job Description

Lafayette Preparatory Academy, a charter school, opened in the fall of 2013 initially as a K-2 charter school and will grow with its students through 8th grade. Our mission is to build a community that prepares students for academic and collegiate success and equip them to enter the world as active, responsible, and involved citizens and leaders. We will implement research-proven curriculum focused on math, literacy, critical thinking, and science. As a community school, serving the needs of students from Downtown/Near Southside neighborhoods, LPA will support social and economic growth and sustainability in the city of St. Louis.

Teaching at Lafayette Preparatory Academy:

Lafayette Preparatory Academy seeks passionate educators and relentless over-achievers who have proven to be ambitious self-starters and operate with both a sense of urgency and responsibility. Being a teacher assistant at Lafayette Preparatory Academy is ideal for an educator with deep passion for supporting students and the school, overall. In addition to grade-level planning time, teacher assistants will receive regular advice, support, guidance, and feedback from a supportive leader.

SPECIFIC RESPONSIBILITIES:

Academic Achievement and student character development

- Support and reinforce instruction
- Co-teach under the guidance of the teacher, as needed
- Offer individual or small group instruction, as needed
- Encourage innovation, creativity, and social responsibility
- Assist students with physical or behavioral needs, during transitions
- Provide behavioral support, as needed
- Prepare materials and equipment
- Supervise students during lunch, recess, and instructional times
- Analyze effectiveness of instruction through reflection on teaching practices
- Create a positive, achievement-oriented and structured learning environment that excites and invests students
- Motivate students to realize high academic and behavioral standards
- Build classroom community by working with families to become invested in their children's academic success
- Exemplify LPA's core values in all interactions with students, families, and colleagues
- Support school operations, as needed.



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Professional learning, development, and growth

- Collaborate with school leaders and teachers to improve instruction and develop school culture
- Refine instructional knowledge and skills and engage in data analysis

QUALIFICATIONS:

- A passionate belief in LPA's mission, values, and educational model
- Current authorization to work in the United States
- High School Diploma or its equivalent
- A minimum of 60 semester hours of college credit with a certified transcript on file or have taken and passed the ParaPro Assessment
- One (1) year experience, preferred
- Excellent integrity and good moral character and initiative
- Ability to communicate effectively in English
- Proof of U. S. citizenship or legal resident alien status
- Satisfactory completion of a background check and Family Care and Safety check, demonstrating results that meet the guidelines for employment at Lafayette Preparatory Academy

EXPERIENCE:

- Demonstrated commitment to supporting elementary aged students

KNOWLEDGE, ABILITIES, AND ATTRIBUTES

- Ability to meet the needs of students learning at widely varied levels
- Ability to establish and maintain cooperative relationships with all stakeholders
- A strong love for teaching
- A desire to work with a diverse student population
- A willingness to do whatever it takes to ensure that every child succeeds
- Ability to demonstrate loving care for students and their futures yet also a firm personality and belief in a high level of structure.
- A strong commitment to assessment and accountability



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PHYSICAL DEMANDS:

While performing the duties and responsibilities of this job, the employee is regularly required to talk and hear, stand, move and walk at a brisk pace, sit, and use hands and arms to handle, feel and reach. The employee is often required to stoop or kneel and lift and move up to 50 pounds. Regular attendance on the job is expected and necessary. Additionally, the employee must be physically able to implement all BOE policies. The employee must be physically able to react and intervene quickly during crisis situations, such as but not limited to the following circumstances: emergency drills, student elopement, physical altercations involving students.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all-inclusive. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential responsibilities and functions of the job.

Unless reasonable accommodations can be made, while performing this job the staff member shall:

- Use strength to lift items needed to perform the functions of the job.
- Sit, stand, stoop, twist and walk for required periods of time.
- Speak and hear.

ENVIRONMENTAL DEMANDS:

The environmental demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all-inclusive.

- Exposure to a variety of childhood and adult diseases and illnesses.
- Occasional exposure to a variety of weather conditions.
- Exposure to heated/air conditioned and ventilated facilities.
- Exposure to a building in which a variety of chemical substances are used for cleaning, instruction, and/or operation of equipment.
- Function in a workplace that is usually moderately quiet but that can be noisy at times.

REPORTS TO:

Lafayette Preparatory Academy Instructional Coach

It is the policy of Lafayette Preparatory Academy not to discriminate on the basis of race, color, national origin, sex, age, or disability in its programs or employment practices.



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