



Early Childhood Teaching Assistant

Type: Contract/Seasonal

Compensation: See Below

Description: The Jazz Academy Early Childhood Teaching Assistant aids in the facilitation of Jazz Arts Group's Pre-K programming, with primary emphasis on the Jumpin JaKs in-school program. This individual provides in-class assistance for program facilitation as well as data-tracking and program evaluation for the purpose of impact measurement and grant writing.

Responsibilities:

- Work collaboratively with the JaKs lead teacher and school teacher(s) and staff to adapt to each unique in-class environment.
- Utilize a variety of instructional and assessment strategies, as directed by the Teacher, to meet individual student needs
- Track and report both quantitative and qualitative measurements of success
- Ensure that the program is facilitated with student safety and classroom rules in mind at all times.
- Form relationships with preschool students and teachers.
- Willingness to lead a class of 10-20 preschool students in songs, games, and activities as requested.

Qualifications:

- Experience working with or assisting in an early childhood teaching setting is preferred.
- Energetic and welcoming personality
- Time Management - arriving to classes on time and tracking time within the program
- Ability to take direction and work collaboratively with the lead teacher and school teachers/staff.
 - Work cooperatively and collaboratively
- Ability to work inclusively with and around students who may be neurodivergent.
- Basic musical experience, including singing/performing.

Schedule Commitment:

- Approximately 96 individual school visits, scheduled during normal school hours between October 2022 and June 2023, based upon schedule considerations with pre-K locations.
- Each program will range from 90 minutes to 2 hours.
- Additionally, there will be 2 community concerts, each no more than 2 hours.

Additional Requirements:

- Must provide proof of completed FBI and BCI Background Check within five years of the program start date.
- Must complete a Jazz Academy Teaching Artist Conduct Policy each fiscal year.

Compensation:

- \$100 per service, totaling \$9800 for the entirety of the contracted program. Total compensation is subject to attendance, as payment per service is deferred to substitute teaching assistants when necessary.

Application Deadline: September 9, 2022

To apply, please submit your resume and cover letter to Rachel Azbell, Education Program Manager, at razbell@jazzartsgroup.org.