

Job Title: Early Learning Aide

Location: Avery School District

Reports To: Early Learning Coordinator / Superintendent

Classification: Classified, Part-Time

Pay Range: Based on experience and district classified salary schedule

Start Date: September 2025

Position Overview:

The Avery School District is seeking a caring, reliable **Early Learning Aide** to support the Early Learning Coordinator in delivering a high-quality preschool experience. This position plays a key role in fostering a safe, supportive, and engaging learning environment for young children. The aide provides instructional assistance, classroom support, and helps maintain the overall organization of the program. The role includes training and cleaning duties.

Key Responsibilities:

- Assist in implementing age-appropriate lessons, activities, and routines under the direction of the Early Learning Coordinator
- Supervise and engage children during learning centers, outdoor play, meals, and rest time
- Support classroom organization and cleanliness, including daily sanitation of toys, materials, and surfaces
- Monitor and document student behavior, attendance, and development as requested
- Encourage social, emotional, and self-help skill development through positive reinforcement and modeling
- Maintain confidentiality and uphold district safety and care standards
- Assist with inclusive practices to support students with diverse learning needs
- Attend and actively participate in required summer training sessions and classroom preparation/cleaning activities
- Other duties as assigned

Required Qualifications:

- High school diploma or equivalent
- Experience working with young children in a structured setting (e.g., school, daycare, preschool)
- Ability to interact professionally and positively with children, staff, and families
- Ability to work as a team and support positive school culture
- Ability to pass a background check and meet all licensing or district requirements
- Physical ability to lift 25 lbs, sit on the floor, and actively engage with young children

Preferred Qualifications:

- Coursework or training in Early Childhood Education, Child Development, or a related field
- CPR/First Aid Certification (or willingness to obtain)
- Familiarity with preschool classroom routines and inclusive education

Work Schedule:

- School year position (academic calendar) with occasional evening or weekend events
- **Mandatory summer training and classroom cleaning/preparation days** (Dates will be provided in advance)

Application Instructions:

- Completed district application
- Resume
- Two professional references
- Any relevant training certificates or transcripts (if available)

Application Deadline: June 5, 2025