

WELLESLEY PUBLIC SCHOOLS
Wellesley, MA

Job Description

Title: Building Teaching Assistant

Qualifications:

Bachelor s Degree

Demonstrated aptitude for work to be performed

Successful completion of a Criminal Record Check (C.O.R.I.), Sexual Offender Record Check (S.O.R.I) and fingerprints

Passion for working with children/students

Basic knowledge of child growth and development

Knowledge of basic behavioral strategies

Knowledge of basic learning strategies

Evaluated by: Principal or Designee

Job Goal: The job goal of the Building Teaching Assistant is to work under the guidance of designated administrators to support the supervision and management of students throughout a variety of aspects of the school day. Work may be carried out in the classroom, in

2. Physical agility and strength to perform job-related tasks appropriate for the age and/or grade level.
3. Ability to complete district approved de-escalation and safety training.
4. Integrate into the classroom setting, working under the direction of the classroom teacher and/or special education department head to support student engagement.
5. Adapt and acquire new skills and knowledge and use them consistently to support student engagement with learning activities, social interactions, and the school day.
6. Have a flexible attitude, work well in teams, be responsive and able to adjust when changes in routines are made.
7. Work in multiple classrooms or environments during the school day.
8. Ability to move with student from one school environment to another.
9. Ensure confidentiality regarding all personal information and educational records concerning students and their families.
10. Maintain professional boundaries with students and their families.

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