

Preschool Bilingual Teacher Assistants

ECOLE BILINGUE DE LA NOUVELLE-ORLÉANS, founded in 1998, provides a private, friendly and language-enriched environment for every student. We are Louisiana's first and only private French school accredited by the French government and the State of Louisiana providing multilingual education for 18-month-old students through the 8th grade. Since the formation of our elementary school, it has been the mission of Ecole Bilingue to provide a strong and distinctive bilingual education for children in New Orleans by combining the best of French and American academics.

Ecole Bilingue seeks for **Preschool Bilingual Teacher Assistants** for the 2017-2018 school year. The position is a full-time position, supporting the acquisition of French in Maternelle classroom (Crèche, PreK-2, PreK-3, PreK-4 and Kindergarten classes). Class sizes range from 14-20 students.

QUALIFICATIONS

- High school diploma or equivalent;
- Training, degrees, and college course work in early childhood or elementary-age childhood education are a plus.
- Previous work experience with preschool-age children
- Native-speaker French proficiency
- English fluency is expected
- Ability to work collaboratively within the School and to take direction from assigned teacher
- International and independent school experience preferred

Applicants must:

- Possess excellent supervisory and support skills appropriate for young children
- Demonstrate sound knowledge of interactive methodologies
- Follow the School's guidelines and curriculum
- Demonstrate professional strengths of gentleness, nurturing, respectfulness, consistency
- Demonstrate understanding of and commitment to childhood social, emotional and intellectual development within an international school setting

THE ROLE

The role of a teacher assistant at the School includes the following:

1. Communicating in the target language (French) with the students in the assigned classroom throughout the school day
2. Effectively supporting a variety of classes, including the undertaking of appropriate preparation and providing feedback to the assigned teacher
3. Assisting assigned teacher in child-care duties related to the care of young children including diaper changing, using the toilet, and feeding.
4. Performing fair share of weekly classroom and common space cleaning duties.

5. Modeling, upholding and reinforcing positive, appropriate behavior with students,
6. Helping to establish classroom environments that are stimulating, hardworking, focused and pleasant to be in, and which reflect the School's declared values.
7. Diligently following the work schedule and duty assignments.
8. Attending and positively contributing to staff meetings and whole school meetings as appropriate.
9. Performing snack, lunch, recess and other preschool duties.
10. Cooperating and communicating effectively with assigned teacher
11. Maintaining confidentiality in regards to Ecole Bilingue students, parents, colleagues
12. Protecting and enhancing the physical and emotional welfare of the students.
13. Helping to build a positive sense of community among staff and students.
14. Making an active contribution to enhance the overall aims and mission of the School.
15. Adhering to the policies and procedures of the School as approved by the Board and/or the School Principal.

Ecole Bilingue de la Nouvelle-Orléans does not discriminate on the basis of race, color, religion, sex, sexual orientation, age, national origin, ethnic or religious beliefs, disability, or any other basis protected by federal, state or local law in administration of its educational policies, admissions policies, scholarship and athletic and other school-administered programs or in its employment practices.

The position is offered as a one year contract initially, with competitive salary and conditions. Applications should be submitted as soon as possible.

Applicants should submit the following to cv@ebnola.com:

1. A cover letter indicating experience, interest in the position, and educational philosophy
2. A current resume or CV
3. The names, addresses, and telephone numbers of three references.