



## **THE BASILICA SCHOOL OF SAINT MARY STAR OF THE SEA**

700 Truman Avenue, Key West, Florida 33040 (305) 294-1031 [www.basilicaschoolkeywest.com](http://www.basilicaschoolkeywest.com)

Founded in 1868 – Accredited by the Florida Catholic Conference

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### **Job Description**

The Basilica School has an immediate opening for a teacher assistant in the primary grades. The mission of The Basilica School is to provide quality education rooted in the Gospel message and teachings of the Catholic Church. The Teacher Assistant works as part of a teaching team and assists the classroom teacher in maintaining a safe, comfortable, and nurturing environment and who communicates effectively with children, parents, co-workers, and administration. This candidate performs all duties and responsibilities in alignment with the mission, vision, and values of the Catholic Archdiocese of Miami.

### **Qualifications:**

- Must be supportive and respectful of the mission and tenets of the Roman Catholic Church; experience in Roman Catholic environment preferred.
- Excellent presentation skills with skill in use of instructional technologies.
- Must be able to attend meetings and professional developments as required.
- Excellent classroom management skills.
- Must have knowledge of basic tenets of Catholic Church.
- Excellent oral and written English language communication skills, including clear speaking voice.
- Good spelling and grammar required.
- Proficiency in MS Outlook, Word, and Excel, PowerPoint a plus.
- Must have a professional demeanor.
- Level 2 Background screening.

Compensation: \$15.00-\$21.50 p/hr