



HOLY TRINITY ACADEMY

Director-Millie Young
13555 Hillcrest Road
Dallas, TX 76240
Phone: (972) 490-7060

HTA After School Care Teacher Position

Holy Trinity Academy seeks a Teacher for its After School Care Program. The candidate must be dedicated to students' academic excellence, spiritual and social development, and who believes that education is both an intellectual and a moral endeavor. As an After School Care Teacher at HTA your duties and responsibilities are towards yourself, the ASC teacher, the students, and the administration of HTA.

Primary Duties and Responsibilities:

- Assist other After School Teacher in implementing curriculum activities and lesson plans which includes copying, cutting, coloring etc. to construct materials needed for classroom activities and bulletin boards.
- Always supervise students by using positive guidance techniques consistent with state licensing regulation. Be responsible for the safety and physical welfare of the students.
- To understand that all students are different and be able to respect their differences along with being a good role model.
- Under the direction of the lead teacher, help to establish developmentally appropriate room arrangements and learning centers while introducing students to these centers to challenge and engage them.
- Assist with getting snacks and water on the table for students.
- Assist with the changing of diapers, if needed, and to comfort crying students.
- Sanitize the toys and clean the room to ensure that there are no small objects anywhere on the classroom floor.
- Be responsible for the safety and physical welfare of the students which includes student allergies.
- Implement childcare licensing standards and accreditation standards.
- Maintain strong relationships with both students and parents/guardians.
- Keeps accurate records of students' attendance along with student accidents.
- Show respect for Orthodox Christian standards of moral conduct.
- Acquire the required 24 hours of professional development training for the Academic School Year including CPR.

Qualifications and Requirements

Must be 18 years of age. Have 2-3 years of childcare experience or education in early childhood or related field. Having a degree is preferred, but must have a high school diploma or a GED. Must be able to bend, stoop, and lift children. Be trained to support other classrooms when needed and report directly to the Director.

Interested candidates should submit resume to htadirector@htadallas.com