



## WCA EMPLOYMENT OPPORTUNITY

Interested candidates should send a cover letter and resume to both  
**Tim Piazza, Grammar School Principal, at [tpiazza@westsideacademy.org](mailto:tpiazza@westsideacademy.org)** and  
**Jessica Reiner, Pre-K Director, at [jreiner@westsideacademy.org](mailto:jreiner@westsideacademy.org)**

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### PRE-K AIDE

*Full Time, Monday - Thursday (or Friday) from 8:00am - 3:30pm  
Reports to Pre-K Director & Grammar School Principal*

We are seeking a dedicated candidate to serve as an aide in the Pre-K program. This person will be responsible for assisting in the classroom, preparing materials for lessons, developing relationships with students and parents, shepherding students' hearts, and communicating the daily activities of the classroom with parents. The aide will help maintain a safe environment and promote an atmosphere where children can enjoy learning, develop school skills, and be taught the truth of God's word.

### RESPONSIBILITIES

- Recognize and support the mission, vision, and goals of the Westside Christian Academy Pre-K program
  - Serve as a model for students of a follower of Christ
  - Demonstrate the fruit of the spirit in your interactions with students and parents
  - Pray regularly with and for the students, parents, colleagues and school
- Observe and follow Ohio Child Care Licensing Rules and Procedures as mandated by the Ohio Department of Job and Family Services
  - Upon employment obtain and maintain all necessary certifications and requirements as directed including but not limited to: First Aide, CPR & AED certification, Communicable Disease training, Child Abuse Prevention training, Ohio Department of Education orientations and ongoing professional development.
- Assist with classroom life
  - Prepare materials and supplies
  - Monitor classroom activities and assist with classroom management
  - Supervise students and help ensure a safe and loving environment
  - Partnering with the teacher to understand and serve the needs of the student body
- Collaboration with the Teacher
  - Work in harmony with the teacher
  - Humility to follow the teacher's leadership
  - Collaborate with the teacher to create a dynamic early childhood program

### QUALIFICATIONS

- A follower of Jesus Christ and personal agreement with our Statement of Faith and lifestyle agreement
- Detail-oriented and organized
- Excellent verbal and written skills
- Ability to sincerely interact and pray with our students and their parents
- Friendly, gentle, patient, and professional demeanor; teachable spirit
- Personal enthusiasm, optimism, and sense of humor
- A commitment to Christian education and developing a life-long biblical worldview
- A high school diploma or higher

*As a PreK - 12 Classical and Christian school in suburban Cleveland, WCA is committed to quality instruction through the lens of a Biblical worldview in a nurturing environment. We use classical methodology that includes grammar, Latin, logic, rhetoric and daily instruction from God's Word. WCA is a family-oriented community, united by the bond of being Christ followers who desire our children to grow in godly character with a zeal for learning. To learn more, explore our website at [westsideacademy.org](http://westsideacademy.org)*