

Job Title: St. Mark Catholic School
Location: Richmond, KY
Application Deadline: until filled
Start Date: August 20, 2018
Job Type: Full-time, hourly



Job Description: St. Mark Catholic School is seeking a full-time Pre-K Aide. Qualified candidates will have completed the requirements for licensed childcare providers in Kentucky (Orientation I and II and so on) and have experience with the All STARS, and NAEYC programs.

Applicants should possess a passion for working with young children and a professional, positive attitude. The Aide functions as a member of a Catholic school faculty, supporting the philosophy and mission of the school and instructing students in assigned grade levels. The Aide is expected to support the religious dimension of the school and have capabilities in the areas of instructional design, classroom management and communication skills. The Aide is under the direction of the principal in all school matters and is obligated to observe conscientiously all regulations of the local school to which she/he is contracted, as well as policies of the Catholic Schools Office.

Job Requirements:

1. H.S Diploma/GED/or higher
2. Negative TB test
3. Background check from all states lived in within last 5 years
4. Criminal Abuse and Neglect (CAN) Check
5. Orientation I & II
6. Pediatric Head Trauma and Abuse
7. 15 hours of training (completed within 1 year of hire date)
8. Working towards a CDA credential
9. Ability to stand, sit, bend frequently, and lift 25 pounds

Job Preferences:

1. 2 years+ experience developing, implementing, and assessing developmentally appropriate and meaningful curriculum for children age 2-5 years
2. B.A. in Early Childhood or Elementary Education
3. CPR/1st Aid

Application Instructions: Applications can be found on the Diocesan webpage. Resumes and cover letters may be sent to Cathy Cornett at cathycornett@saintmarkcatholicsschool.com