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## INSTRUCTIONAL AIDE

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### OUR MISSION

Through academic rigor, character development, and a structured learning environment, Soleil Academy Charter School ensures that every transitional kindergarten through 5th grade scholar has the foundation necessary for college success and a future bright with opportunity.

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### THE POSITION

Instructional Aides will support student achievement at Soleil Academy.

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### THE RESPONSIBILITIES

- Provide instruction one on one and in small groups in stand alone or in-classroom settings, using learning strategies designed to introduce, reinforce, or modify skills
- Maintain high expectations for student behavior and academic achievement
- Enforce Soleil Academy's tiered behavior system
- Assist in carrying out lesson plans in the event of a teacher's absence
- Actively participate in professional development aimed at refining school culture and academics
- Assist teachers during the school day with instruction, oversight, and supervision of students
- Model and teach core values of Soleil Academy
- Supervise student lunch and snack
- Follow policies and procedures for health, safety, and nutrition
- Maintain open lines of communication with staff, parents, and other stakeholders
- Perform other duties as assigned

### KEY QUALITIES AND EXPECTATIONS OF A SUCCESSFUL INSTRUCTIONAL AIDE:

- Works collaboratively with adults to deliver on the mission
- Closes the achievement gap
- Builds strong relationships with scholars and parents
- Thrives on reflective feedback with daily coaching and observations
- Demonstrates perseverance in face of adversity and set backs
- Works until the job is done
- Doesn't give up on scholars
- Maintains high expectations
- Warm/Strict management with students



- Believes every adult is accountable for every student's success
  - Demonstrates leadership through creative problem solving and takes initiative
  - Believes in educating parents about advocating for their child's success
  - Bilingual Spanish preferred
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## THE QUALIFICATIONS

- High school diploma or equivalent; BA or some college preferred
  - A strong background in and command of academic content
  - Demonstrated success working with students in traditionally underserved communities
  - Reflective orientation and willingness to learn
  - Interest in becoming a credentialed teacher preferred
  - TB Clearance
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## THE APPLICATION

- For further information contact Carolyn Fernandez, Dean of Curriculum and Instruction, by email at [cfernandez@soleilacademy.org](mailto:cfernandez@soleilacademy.org) or phone at (310)622-2282. To apply, click here <http://www.soleilacademy.org/join-our-team.html>.
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*Charter School acknowledges and agrees that all persons are entitled to equal employment opportunity. Charter School shall not discriminate against applicants or employees on the basis of race, color, religion, sex, gender, gender expression, gender identity, sexual orientation, pregnancy, national origin, ancestry, citizenship, age, marital status, physical disability, mental disability, medical condition, genetic information, military and veteran status, or any other characteristic protected by California or federal law. Equal employment opportunity shall be extended to all aspects of the employer-employee relationship, including but not limited to recruitment, selection, hiring, upgrading, training, promotion, transfer, discipline, layoff, recall, and dismissal from employment.*

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