

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOLS

JOB DESCRIPTION

TITLE: Assistant SKIP Aide

REPORTS TO: SKIP Group Teacher

QUALIFICATIONS:

1. High school senior in good standing
2. Interest in working with elementary age children
3. Positive attitude
4. Ability to assist in organizing games and activities
5. Ability to take direction
6. Can provide own transportation
7. Required criminal background check and proof of US citizenship or legal resident alien status

JOB GOAL: To assist the SKIP group teacher and SKIP aides in delivering the components of the SKIP program in a safe, positive, and nurturing manner.

PERFORMANCE RESPONSIBILITIES:

UNDER THE DIRECTION OF THE SKIP GROUP TEACHER

1. Assist in organizing and implementing appropriate games and activities.
2. Assist in directing the movement of groups of children to and from the playground.
3. Assist in insuring that appropriate safety standards are maintained.
4. Assist in assuring that rules for behavior are enforced.
5. Assist the group teacher and aides in other tasks as directed.
6. Perform such other duties as may be assigned

Adopted: 10/18/01

Approved: 5/12/09

Revised: 9/24/09

Legal References:

N.J.S.A. 18A: 16-1 Officers and employees

N.J.A.C. 6:29-7.4 Paraprofessional approval

Immigration Reform and Control Act of 1986, 8 U.S.C.A. 1100 *et seq.*