

## **Overview**

Chinese Culture Connection (“CCC”) promotes intercultural harmony, strengthens diverse communities and builds bridges between American and Chinese people through interactive arts and educational programs in schools, libraries, museums and community centers throughout the New England areas. CCC is a volunteer-driven organization with a small staff and a lofty mission.

## **About this position**

CCC seeks a creative, dynamic, and responsible after-school teaching assistant to support our teachers and children in kindergarten through grade 5 during the school year, Monday through Friday from 2 to 6pm; however, the job requires that on five early release days on Fridays, the schedule be extended from 11am to 6pm, and during the summer, a summer program schedule be followed. Our afterschool teaching assistant supports social, physical, and intellectual interactions among the children. An ideal candidate is a friendly, approachable individual with a passion for working with children.

## **Responsibilities**

- Conduct daily after-school activities with enrolled children.
- Ability to foster a fun and safe classroom environment conducive to learning.
- Strong knowledge and awareness of child behavior and learning patterns.
- Ability to work with children and remain friendly, calm, and patient.
- Good analytical and problem-solving skills.
- Ability to set rules and guidelines for children to follow.
- Solid organizational skills and ability to maintain a tidy and neat classroom.

## **Qualifications:**

- Minimum high school diploma with relevant equivalent.
- Experience with school-age children in childcare or after-school programs.
- Ability to engage children with various backgrounds and abilities to make learning fun and meaningful.
- Establish and maintain good working relationships with staff, teachers, and parents.
- Use positive guidance techniques to correct student behavior.
- Organized, detail-oriented, and self-initiative.
- Possess bilingual skills in Chinese/Mandarin and English.
- Strong sense of professionalism and ability to model good mannerism for children.
- Pass the CORI check.

**Hourly rate \$15-20**, depending on individual experience.

**To Apply:** Send a resume and cover letter to [info@chinesecultureconnection.org](mailto:info@chinesecultureconnection.org) with the subject line “Little Dragon afterschool teacher assistant .” No phone calls please. Position open until filled.

*CCC is an Equal Opportunity Employer. People of Color, indigenous people, immigrants, LGBTQ and gender nonconforming individuals, and women are strongly encouraged to apply.*