



St. Leo Catholic School Seeks Applicants for 3rd Grade Instructional Assistant

Position	3 rd Grade Instructional Assistant
Position to Begin	August 2019
Terms	August 2019 – June 2020
Salary	Diocesan scale based on experience and qualifications
Qualifications	The 3 rd grade Instructional Assistant at Saint Leo provides support to students and teachers. This important work involves assisting with academics and classroom problems as directed by the classroom teacher, assisting with small group activities, maintaining confidential records, and performing carpool, playground, and lunch supervisory duties. Instructional Assistants must demonstrate the ability to communicate effectively both orally and in writing, and to work cooperatively with a variety of individuals and groups. They must relate well to children and their families, be able to exercise sound judgment, and maintain a positive approach to their work. They assist with general clerical responsibilities and perform other duties as needed.
Application	Click here to download an application that can be filled out online and then submitted
Application & Resume sent to:	Mr. Gary Callus, Principal St. Leo Catholic School 333 Springdale Ave Winston-Salem, NC 27104 (336) 748-8252 gcallus@stleocatholic.com
Additional Information	Successful prior experience is preferred.