



FernLeaf Teacher Assistant Job Description

FernLeaf's Mission

FernLeaf's mission is to foster a rich learning environment that embodies the essence of community, understanding, and the human spirit. Grounded in humble respect for our surroundings, the individual, and the world as a whole, we seek to engage the unique passions and aptitudes of our school community so that in addition to achieving academic fluency, students become thoughtful, compassionate, and engaged.

Position Details

- **10 Month Position:** Salary paid over 12 months (Follows the [school calendar](#) with summers off, paid holidays, 5 weeks vacation during the school year)
- **Start Date:** August 3, 2026
- **Salary:** \$30,975
- **Benefits:** NC State Health Plan, generous retirement plan that meets or exceeds the NC State Employee Retirement System even if you're vested in the system (we'll show you how!), \$50K Life Insurance Policy
- **A host of intangible benefits that only come from working at a place like FernLeaf!**

General Roles and Responsibilities:

The roles listed below are in no way comprehensive and certainly don't reflect the countless other things FernLeaf's amazing Educators do for our kids, teachers, and community every day!

- Classroom instructional support

- Field trip logistics including planning, scheduling, parent communication, chaperone/student assignments, and other field trip related tasks
 - Intervention groups and progress monitoring
 - Class coverage (general, teacher absence, etc)
 - Daily attendance
 - Assisting with providing accommodations for special education students in the regular education class
 - Resource procurement and preparation for Project Based Learning
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FernLeaf Culture

A Remarkable FernLeaf Educator:

- Understands, effectively communicates, and embodies the FernLeaf mission, vision, and values within the school community
 - Demonstrates a consistent positive outlook and attitude regardless of the circumstances
 - Consistently demonstrates kindness, compassion, and gratitude toward the entire FernLeaf Community including staff, students, families, and visitors
 - Inspires and supports co-workers i.e. shares ideas, creates new experiences, builds relationships, helps when needed, etc
 - Demonstrates consistent and productive collaboration with other FernLeaf staff
 - Is thoughtful and courteous in all interactions with the FernLeaf Community
 - Demonstrates leadership by taking initiative in creating interesting and exciting opportunities for students and the school
 - Demonstrates consistency in performance of basic work duties
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FernLeaf Development

An Amazing FernLeaf Educator:

- Demonstrates active and ongoing involvement in the growth and development of FernLeaf through participation in community events and activities

- Understands and effectively communicates the FernLeaf mission, vision, and values to the broader community
 - Represents FernLeaf in a positive way in the community
 - Demonstrates an ability to build relationships that result in access to increased community partnerships and resources
 - Demonstrates an interest in FernLeaf's long term growth and development
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Classroom Culture and Environment

An Exceptional FernLeaf Educator:

- Creates a safe, respectful, and positive classroom culture
 - Creates an active and engaging learning environment
 - Creates an environment that encourages wonder, creativity, and imagination
 - Provides students with numerous opportunities for autonomy and choice
 - Creates an environment that encourages intrinsic motivation
 - Demonstrates a commitment to the social and emotional development and wellbeing of students
 - Communicates with children using a mature and respectful demeanor, style, and voice
 - Consistently displays and models patience, tolerance, and goodwill
 - Infuses mindfulness through role modeling, education, and opportunities for students to practice
 - Establishes effective communication with families that supports instruction and builds relationships
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Instructional Approach

A Phenomenal FernLeaf Educator:

- Demonstrates passion, interest, and initiative in moving beyond traditional instructional approaches and trying new things
- Ensures that learning is active and engaging by providing students with significant hands-on experiential learning opportunities

- Demonstrates effective use of project based learning
 - Regularly engages students in outdoor instruction and activities aside from unstructured play
 - Demonstrates an ability to balance the need for teaching the standards with providing children with an excellent overall school experience
 - Demonstrates love, kindness, compassion, and patience for all students, especially those with unique needs
 - Ensures that the needs of students with unique needs are met and that they are able to contribute to the school culture through active participation in the class and school community
 - Incorporates materials and lessons that acknowledge the contributions of diverse people and cultures throughout history
 - Uses data to identify the skills, abilities, and progress of students
 - Uses formal and informal assessment data to plan instruction
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**THANK YOU FOR YOUR INTEREST IN
BEING A PART OF THE FERNLEAF
COMMUNITY!**