



Diocese of Colorado Springs

228 North Cascade Avenue
Colorado Springs, Colorado 80903

Telephone (719) 636-2345 FAX (719) 866-6453

ANNOUNCEMENT OF POSITION VACANCY

Location: **St Paul Catholic School**

Date Posted: 4/25/2024

Closing Date: Until filled

Job Title: Preschool Aide - F.T.

Date position will become available: August 1, 2024

Salary range: \$15/hr, plus benefits

Minimum qualifications:

- High School Diploma
- 18 years of age
- Personable, professional, and enjoys working with children

Performance Responsibilities:

- Share in the religious mission of the school
- Preparing materials for class
- Making learning materials for the class
- Assist teacher with preparation for class
- Create a positive classroom environment by teaching and modeling Catholic values
- Assist with student supervision and support discipline guidelines
- Maintain licensure trainings, updates, and PDIS requirements
- Effective classroom management skills
- Carry out small/large group and/or individual instructional activities
- Energetic, flexible

For more information on the position, please contact:

Person: Dr. Carol Walsh

School: St Paul School

Address: 1601 Mesa Avenue

Colorado Springs, CO 80906

Phone: (719) 632-1846

Application can be found at: <https://form.jotform.com/92596730918167>

For more information about the job application process, visit our website here:

<https://www.diocs.org/Directory/Catholic-Schools/Career-Opportunities/Employment-Application-Process>