



ST. MARY ACADEMY - BAY VIEW

Part-time Early Childhood Program Aide

St. Mary Academy – Bay View is seeking a qualified individual to work with faculty and staff to assist in our Early Childhood program. The candidate must enjoy being with children and support the coordination of all aspects of the program in a safe and fun environment. Candidates must be committed to an all-girls education and Mercy values.

Specific responsibilities for this position include:

- Establishing and maintaining a healthy and trusting learning environment and fostering nurturing relationships with students
- Insuring children's safety and well-being
- Being warm, compassionate and appropriately caring to each child
- Assisting teacher with instructional and other direct serves to young students
- Assisting and taking direction as needed
- Being a flexible, open-minded and self-driven team member
- Being dependable, punctual and responsible
- Supporting and serving the school's mission and identity as a Catholic and a Mercy school
- Collaborating with colleagues and contributing to a positive school environment
- Supervising children and maintaining classroom management
- Cleaning and sanitizing classrooms, as needed

Qualifications for this position are:

Bachelor's degree preferred

At least one year of relevant experience

TO APPLY

Go to bayviewacademy.org/about-bayview/employment-opportunities and complete the "Non-Teaching Application." Bay View Application, letter of interest, and resume should be submitted via email to employment@bayviewacademy.org.

AN EQUAL OPPORTUNITY EMPLOYER: St. Mary Academy – Bay View commits itself to maintaining a welcoming environment for all people and extends its welcome in particular to those who may be vulnerable to discrimination on the basis of their race, color, national origin, sex, religion, disability, age, marital or parental status, sexual orientation, military status or other legally protected status.

St. Mary Academy – Bay View is an all-girl independent Catholic school serving a diverse population of girls from preschool through grade twelve in Riverside, Rhode Island. A sponsored ministry of the Sisters of Mercy of the Americas, St. Mary Academy – Bay View fosters academic excellence in an innovative and creative learning environment while empowering each student to be a confident, independent,

compassionate, and socially conscious faith-filled young woman.