



**Cairo American College**  
**SUPPORT STAFF VACANCY ANNOUNCEMENT**  
**ACADEMIC YEAR**  
**2024-2025**

**Teacher Aide**  
**Elementary School department**  
**(FULL-TIME POSITION)**

**JOB SUMMARY:**

- Teaching Aides to work alongside classroom teachers as part of a cooperative team and provide a vibrant, dynamic, and innovative educational program for the children in the school.
- She/he prepares instructional materials and, under the direction of the teacher, supervises or works with both individuals and groups of students in the classroom.
- She/he supervises students in the lunchroom, on the playground, and at other locations as assigned.
- Teaching Aides may also have the opportunity to undertake periods of teaching when the teacher is absent.

**QUALIFICATIONS**

- Bachelor's degree or equivalent
- Senior First Aid certificate with childcare component or a willingness to obtain one.
- Fluent in English (written and spoken)
- Sound oral and written communication skills, including the ability to interact with students, parents, and teaching professionals.
- Sound interpersonal skills including the ability to work as part of a team.
- Well-developed organizational skills that will assist in the delivery of effective educational programs to students.
- The ability to assist with the general health and well-being of students.
- Able to perform basic computer functions.
- Experience working with young children.

**Application deadline: May 1<sup>st</sup>, 2024**

Interested candidates should submit a job application (Found on CAC website)

<https://www.cacegypt.org/index.php/support-staff-employment-application>

to: Ehab Nagy- Human Resources Department

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