



# The Language & Cultural Club

## Spanish Immersion Program for Children

**The Language & Cultural Club (TLCC) Maryland is looking for part-time Spanish teachers and aides.**

Curriculum and training will be provided!

### **Job Title: Assistant Teacher**

- Bilingual English/Spanish or native speaker
- Passion for children and teaching
- Have your own transportation
- Must be eligible to work in the US
- Able to commit at least for a full semester with hours scheduled mostly in the afternoon
- Have some experience working with children or handling a group of students on your own within a classroom setting

### **Responsibility:**

- Give Spanish instruction to young children following the lesson plans provided by TLCC Director. Assistants will have the same responsibility as head teachers, but the position is shared with another person. The two will work as a team to plan and lead the class in whatever way works best for the team
- Assist in the implementation of the daily program under the direction of the head teacher. Help with videos and pictures to document the class in Schoology App
- Assist children individually or in small groups, in order to help them with activities or assignments to reinforce the vocabulary and concepts learned in class.
- Do roll call and escort the children from the meeting area (lobby, multipurpose room or cafeteria) to the assigned classroom
- Help with videos, pictures, and documentation of the class for the Schoology app
- Must come to the meeting area minimum of 15 minutes before the students arrive
- Sign our confidentiality agreement about the use of information, materials, and curriculum
- Substitute the head teacher when she is absent

Interested, please send resumes to E-mail: [programs@t-lcc.com](mailto:programs@t-lcc.com)

Website: <http://www.t-lcc.com/>