



Richmond Christian School Teaching Assistant Posting

Librarian Teacher Assistant

Work Performed:

TA Practicum requirements:

- Teach research and information literacy skills to classes.

Help with student learning:

- Create resources for Teacher Librarians when classes booked into the Library.
- Help students with their learning, supervise learning activities (when booked into the library)

Help with Administration:

- Help run the Library (circulation, book cataloguing and shelving)
- Work on various promotions and displays
- Help with Maker Space events
- Help with assessment or creating teaching resources for the teacher librarian.

Qualifications:

- Computer skills/ desire to learn new technology
- Creative skills and love of reading an asset
- Teachable, self-aware, and collaborative
- Responsible, Trustworthy, organized and punctual
- Helpful, approachable, and respectful
- Proactive, observant, and flexible
- Strong communication skills

Schedule:

- One block in the schedule and one lunch hour.