



Cairo American College

SUPPORT STAFF VACANCY ANNOUNCEMENT

ACADEMIC YEAR

2023-2024

Art/Music/Drama Teacher Aide
Elementary Art/Music/Drama Departments
(FULL-TIME POSITION)

JOB SUMMARY:

Provides support and assistance to elementary art, drama, and music teachers, PreK through grade 5. In conjunction with the teachers, determine the specific tasks to complete for each team member. Generally, tasks will include preparing instructional materials, completing clerical duties, and, under the supervision of the teacher supporting in-class teaching with individuals, small groups, and whole class. Supervise students eating and playing.

REQUIRED QUALIFICATIONS:

All employees at CAC are expected to relate positively to and communicate effectively with students. All employees are expected to organize work efficiently and manage time efficiently.

- Bachelor's degree or equivalent.
- Fluent in English (written and spoken).
- Able to perform basic computer functions.

DESIRED SKILLS:

- Experience working with young children.
- Ability to read music.
- Background in Visual Arts.

Application deadline: Open until filled

Interested candidates should submit a job application (Found on CAC website)
<https://www.cacegypt.org/index.php/support-staff-employment-application>

Posted on June 5, 2024