



Riverside Leadership Academy

1955 Old Airport Road
New Bern, NC 28562
RiversideLeadershipAcademy.org



Join our team at Riverside Leadership Academy (RLA), where we are committed to fostering a nurturing environment that integrates Social Emotional Learning (SEL) and Project-Based Learning (PBL) at the core of our educational philosophy. At RLA, we believe in empowering our students to become future-ready leaders through an innovative curriculum that emphasizes real-world applications and personal growth. Our approach to education is designed to develop not only academic skills but also emotional intelligence, resilience, and leadership qualities in every student. As a staff member, you will play a pivotal role in creating a dynamic, supportive, and collaborative learning community that encourages students to explore, innovate, and achieve their fullest potential. We are looking for passionate educators who are eager to contribute to a culture of excellence, accountability, and respect, guided by our mission to make a meaningful difference in the lives of our students and the broader community.

Position Title: Teacher Assistant

At Riverside Leadership Academy, a Teacher Assistant plays a critical role in enhancing our educational environment, closely collaborating with lead teachers to support our innovative curriculum. This position is designed for individuals passionate about contributing to a student-centered learning experience, where SEL and PBL are at the heart of our teaching approach. The Teacher Assistant will facilitate small group interactions, assist in lesson preparation and execution, and help maintain a dynamic classroom environment.

Essential Functions:

Academic Assistance:

- Assist in delivering group and individualized instruction, reinforcing the lead teacher's lessons and promoting an inclusive, engaging learning experience.
- Support the implementation of SEL and PBL activities, ensuring lessons are accessible and impactful for all students.
- Monitor and assist with student work, providing feedback and encouragement to foster a culture of achievement and growth.

Instructional Preparation/Support:

- Prepare and organize materials for lessons and projects, contributing to a rich, hands-on learning environment.



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- Serve as a substitute teacher when necessary, maintaining continuity in the educational experience.
- Participate in professional development opportunities, especially those focused on SEL and PBL teaching practices.

Report and Record:

- Assist with recording attendance, tracking student progress, and maintaining accurate records in line with RLA's policies.
- Support the teacher in documenting and communicating student achievements and areas for growth.

Monitoring Student Behavior:

- Supervise students within and outside the classroom, promoting a safe and respectful environment.
- Implement RLA's approach to positive behavior reinforcement, teaching leadership, social skills, and respect for others.
- Participate in developing and enforcing discipline policies, handling minor conflicts, and communicating significant behavior changes to the lead teacher or administration.

Skills & Qualifications:

- High School Diploma or equivalent, with a preference for candidates pursuing further education in teaching or a related field.
- Experience working with children in an educational setting, demonstrating a patient, supportive approach.
- Knowledge of SEL and PBL practices, or a willingness to learn and apply these methodologies.
- Strong organizational skills and the ability to work collaboratively within a dynamic educational team.
- Effective communication skills, both orally and in writing, with students, staff, and parents.

Physical Requirements:

- The role requires mobility to interact with students and staff throughout the school, as well as the ability to arrange classroom setups for various activities.



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- Must be able to lift and move materials up to 10 pounds, supporting classroom and school-wide projects and events.

Reasonable accommodations will be made to enable individuals with disabilities to perform these essential functions, ensuring all team members can contribute fully to our learning community.