

## **Grades K–8**

**Reports to:** Administrator

**Works with:** Teachers, Support Staff, and Families

### **Position Summary**

The **Student Services Aide** supports the mission of Minerva Area Christian School by assisting students in their academic, social, physical, and spiritual development. This role provides hands-on support in classrooms, small-group settings, and individual interventions. The aide partners closely with teachers and families to ensure students receive the encouragement, structure, and care they need to thrive in a Christ-centered environment.

### **Key Responsibilities**

#### **Academic Support**

- **Support student learning** through small-group or one-on-one assistance.
- **Monitor progress** and communicate observed needs to teachers.
- **Assist with interventions** by helping implement teacher-directed strategies.
- **Help with documentation** related to student support and progress monitoring.

#### **Social & Emotional Development**

- **Encourage positive relationships** and model Christlike behavior.
- **Support conflict resolution** using restorative, grace-centered approaches.
- **Communicate student needs** to teachers and administration as appropriate.

#### **Physical Well-Being**

- **Promote healthy routines** that support student success.
- **Assist with supervision** during recess, transitions, and physical activities.
- **Support physical development** through teacher-directed programs and activities.

#### **Spiritual Growth**

- **Encourage students spiritually** through conversation, prayer, and example.
- **Support Biblical integration** in classroom activities.
- **Promote Christlike culture** that reflects love, grace, and truth.

#### **Collaboration & Communication**

- **Partner with teachers** to identify student needs and implement strategies.
- **Communicate professionally** with families when directed by teachers or administration.
- **Participate in staff meetings** to share insights on student needs.
- **Support schoolwide initiatives** under the direction of the Administrator.

## **Qualifications**

- A strong personal commitment to Jesus Christ and alignment with the mission of MACS.
- Experience working with children in an educational, ministry, or childcare setting.
- Strong communication, organization, and interpersonal skills.
- Ability to collaborate effectively with teachers, staff, and families.
- Background in education, counseling, or student support preferred but not required.

## **Personal Characteristics**

- Demonstrates Christlike character, compassion, and integrity.
- Approaches challenges with patience, discernment, and a servant's heart.
- Values teamwork and builds strong relationships within the school community.
- Shows initiative and a desire to help students flourish in all areas of life.