

CALVARY CHRISTIAN SCHOOL
5955 Taylor Mill Road
Covington, KY 41015
(859) 356-9201 Fax (859) 356-8962
www.ccsky.org



Intervention Assistant Job Description

QUALIFICATIONS

- The assistant will be one who has received Jesus Christ as Savior and Lord.
- The assistant will be a member in good standing at a Bible believing church.
- He/she will be a person of spiritual maturity with academic and leadership abilities that will allow him/her to “train up a child in the way he should go.”
- The assistant will reflect the purpose of the school, which is to honor Christ in every class, and in every activity.
- The assistant must be in agreement with the Doctrinal and Leadership Statement of Calvary Christian School.
- Previous experience working with children with various learning abilities.
- Experience with children with learning differences in a school setting.

RESPONSIBLE TO

- The intervention/special education teacher with whom they are assisting and the elementary principal.

POSITION DESCRIPTION - The assistant will prayerfully implement the duties set forth by the intervention/special education teacher for student learning. Those duties will be directed to guide and encourage the students to develop and fulfill their academic potential as responsible students for the glory of God.

RESPONSIBILITIES

Spiritual

The assistant will:

- Seek to model in attitude, speech, and actions a consistent daily walk with Jesus Christ, demonstrating by example.
- Follow the Matthew 18 principle in dealing with students, parents, staff, and administration.
- Engage with students to help them see and desire to accept God’s gift of salvation and grow in their faith as God leads.
- Lead students to a realization of their self-worth in Christ.

Instructional

The assistant at various times as directed by the teacher:

- Recognize the role of parents as primarily responsible before God for their child's education and assist them in the task.
- Integrate Biblical principles and the Christian philosophy of education throughout the curriculum.
- Under the direction of the intervention/special ed. teacher, assist student learning.
- Report directly to the teacher and principal.
- Be in the assigned intervention room and prepared to greet students at 7:30 am.
- Working with the children in the classroom both 1:1 or in groups as assigned by the teacher.
- Assisting the student in daily living and educational tasks, including structured teaching strategies.
- Assisting the teacher in preparing the classroom for days' activities.
- Actively participating in sharing ideas and discussing strategies for providing learning strategies for various 1:1 or groups of children.
- Interacting as needed/directed by the intervention/special ed. teacher in collaborating in the classroom.
- Other duties as assigned that engage with student activity as directed by the teacher or the elementary principal such as lunch or recess duties.

Base Pay: \$15.00 /Hour

Benefit: Tuition Discount (Must meet the requirement of being hired for 20 hrs./week)- Year 1 – 25%; Years 2-5 – 30%; Years 6-10 – 35%; Years 11+ - 40% (If a pastor's discount is applicable, the discount is whichever is the greater of the two and is not stacked as discounts.)

Manages Others: No (students per classroom teacher direction); No outside of the classroom work

Job Type: Education – Assistant

CONTRACT PERIOD

- The administration shall extend a contract for one year to be reviewed annually.

I understand the expectations and demands of this position. I believe that I am capable, spiritually, physically, mentally, and socially to meet the before mentioned job description. I accept the fact that there may be other similar responsibilities not specifically mentioned in this job description, but that would also be included in the responsibility of this position.

If I did not understand any part of this job description, I have sought clarification from school personnel and made an application fully aware of the involvement required with this position.

Applicant's Signature

Date

Revised: 3/2026