



SAINT ANN'S SCHOOL

POSITION ANNOUNCEMENT: Kindergarten Assistant / After School Teacher

The Kindergarten Assistant / After School role is a hybrid role with the hours of 8:00am-4:00pm, straddling our regular school day and our After School Program. During school day hours, (8:00am-3:15pm), the Kindergarten Assistant will perform a variety of duties throughout the Kindergarten. Among these responsibilities, they will: work alongside Classroom Teachers in classrooms of 20 students during academic lessons and project times, independently lead activities or story sessions in those classrooms, supervise play time in the classroom, in the yard playground, or at the park; supervise lunch or rest, and assist with other essential tasks related to the smooth daily operation of our school. They may also be asked to provide sub coverage when classroom teachers are absent. During these hours they will report to the Head of the Kindergarten.

During After School Program hours, which begin at 3:15pm and end at 4:00pm for this role, the After School Teacher supervises students and leads classes in our After School program (K-5th grade). During these hours they will report to the Director of After School.

We seek the curious, the artistic, the passionate. We are eager to meet candidates who love children and approach them with generosity and curiosity.

ABOUT SAINT ANN'S SCHOOL

Since its founding in 1965, Saint Ann's has embraced a commitment to education for its own sake, oriented to the capacities of each individual student and free of the encumbrances of formal grading, prizes, and rankings. At the same time, we are unabashedly committed to excellence in all that we do. With a faculty and staff numbering close to 400, and approximately 1100 students, Saint Ann's is among the largest and most selective independent schools in New York City. The lives of our graduates speak powerfully to the potential of an education based on these principles to ignite a love of learning and sustain creative energy in every field of endeavor. We accomplish this by bringing together talented teachers with creative and motivated students. Saint Ann's is committed to centering anti-racism in the life of the school. Seeking to create a community rooted in trust and equity, we invite each other to take risks, pursue knowledge, and celebrate growth.



RESPONSIBILITIES

- Supervise groups of students both during the school day and during After School program hours.
- Maintain a productive, happy classroom environment and classroom routines, both during the school day hours and during After School Program hours.
- Support children's social and emotional growth through developmentally appropriate and responsive practices.
- Supervise students' outdoor play, supporting safe and healthy risk-taking and social interaction.
- Supervise lunch in the classrooms.
- Collaborate with the Head of the Kindergarten, Director of After School, and After School Coordinator to establish and maintain a warm and dynamic community in which all children feel an authentic sense of belonging and excitement about the process of learning and playing together.
- Communicate professionally and compassionately with every member of the community: students, families, and colleagues alike.
- Weekly check-ins with the Head of the Kindergarten regarding scheduling.
- With support and coaching from the Head of the Kindergarten and Learning Support team, prepare for and teach ongoing small-group reading groups according to our RWI literacy program.
- Maintain reliable communication with the Kindergarten Office and Director of After School to ensure the safety and well-being of all students.
- Uphold and model any health and safety protocols.

PERSONAL AND PROFESSIONAL REQUIREMENTS

- A love of children
- An active commitment to equity and inclusion
- A passion for the arts
- Stellar oral communication skills
- Comfortable giving and receiving feedback
- Reflective, compassionate, creative, flexible, and curious
- Strong leadership and organizational skills
- Maturity and good judgment



- A playful, positive attitude, and sense of humor
- Ability to create and engage children in activities and games
- Ready to joyfully engage all students and handle moments of conflict with care
- Ability to connect with other adults working within the school
- Responsible, punctual, and professional
- Experience working with children required (this can include teaching but could also mean experience as a camp counselor, babysitter, or caregiver)
- Bachelor's degree preferred

COMPENSATION

This is a full time faculty position with a competitive compensation package including benefits and an annual salary of \$42,487.50.

TO APPLY

Interested candidates should submit their cover letter and resume to [this link](#) by May 13, 2026. Candidates who identify as members of historically underrepresented groups are strongly encouraged to apply. Anticipated start date of mid-August, 2026.

NOTICE OF NONDISCRIMINATORY POLICY

Saint Ann's School hires employees of any race, color, religion, creed, gender, disability, national or ethnic origin, sexual orientation or any other category protected by applicable federal, state or local law, to all the rights privileges, programs, and activities generally accorded or made available to employees at the School. The School does not discriminate on the basis of race, color, religion, creed, gender (which includes a person's actual or perceived sex, as well as gender identity and expression), age, marital status, disability, national or ethnic origin, sexual orientation, familial status, predisposing genetic characteristics, actual or perceived domestic violence victim status, unemployment status, caregiver status or any other category protected by applicable federal, state or local law, in carrying on its educational activities or in administration of its educational policies, admissions policies, employment policies, financial aid programs, and athletic and other school administered programs.