



Teaching Assistant, Multilingual Learners

Organization Description

At RISE Charter School, our mission is clear: to empower all of our scholars to thrive academically, strengthen their community, and discover their voice. We are dedicated to providing an environment where every child is encouraged to reach their full academic potential, fostering a love of learning that prepares them for high school, college, and beyond.

Opportunity Summary

RISE seeks an ML/ESL Teaching Assistant to support classroom instruction and program activities for multilingual learners, including students learning English. This role works closely with classroom teachers and program leaders to strengthen students' English language development, literacy, and academic skills; build strong relationships with families; and ensure required program documentation is complete and accurate. The ML/ESL Teaching Assistant reports to the ML/ESL Teacher, Principal, or ML/ESL Coordinator.

How You'll Contribute

- Embody, advocate, and operationalize the RISE mission.
- Assist teachers in delivering instructional activities for multilingual learners.
- Provide small-group and one-on-one support to strengthen students' English language development, literacy, and academic skills.
- Reinforce lessons introduced by the teacher and support students in completing assignments.
- Help students understand classroom instructions and learning materials while encouraging participation and positive behavior.
- Prepare instructional materials, learning aids, and classroom resources.
- Conduct meetings, conferences, and phone conversations in Spanish and English.
- Provide culturally responsive support to students and families.
- Build positive relationships with students and families and communicate effectively about student progress and needs.
- Maintain respectful, collaborative, and professional relationships with teachers, staff, and parents.
- Maintain the confidentiality of student information and program records.
- Maintain accurate records of student participation, activities, and services, and assist program leaders with documentation required for compliance.
- Maintain portfolios containing samples of students' work and records of their academic development.
- Use strong computer skills to maintain records, complete program documentation, and meet reporting deadlines.
- Participate in staff meetings, training, and program planning as required.

What You'll Bring to the Team

- A strong commitment to our mission and core values: resilience, integrity, scholarship, and excellence.
- An uncompromising belief that all scholars can learn and want to learn.

- Professional proficiency in spoken and written Spanish. This is an essential function of the role because the position requires effective communication with scholars and families whose primary language is Spanish in educational and community settings.
- The ability to communicate accurately and respectfully across cultural nuances, regional language differences, and communication styles within diverse Spanish-speaking communities.
- Demonstrated ability to build relationships and work collaboratively with students, families, teachers, and staff.
- Strong organizational and computer skills, including the ability to maintain records, complete required documentation, and meet reporting deadlines.
- An associate degree from an accredited college or university.
- U.S. citizenship, permanent residency, or authorization to work in the United States.

Non-Discrimination Statement

RISE Schools, Inc. does not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, volunteers, subcontractors, vendors, and clients.