



Teaching Assistant (High School Co-op)

Do you have a strong work ethic and are passionate about education and community programs? Be part of a team where you can work for a non-profit organization and make an impact on students to learn more! You can make a difference in the world by giving students the opportunity to access free and affordable educational services!

About York Region Educational Services:

York Region Educational Services (YRES) is a not-for-profit organization that provides individuals in York Region and beyond with free and affordable educational resources in a safe and supportive environment that inspires, motivates, and helps set the foundation for personal growth.

About this opportunity:

As a Teaching Assistant, you will support YRES's educational programs by assisting instructors in the classroom, providing guidance to students, and helping ensure a safe and engaging learning environment. You will help enhance the learning experience, support program delivery, and contribute to the overall success of YRES's educational initiatives.

Key responsibilities are as follows:

- Assist instructors in delivering lesson plans, activities, and educational programs for children and adolescents.
- Provide support and guidance to students during classroom activities, both virtually and in-person.
- Help maintain a safe, inclusive, and organized learning environment.
- Assist in preparing teaching materials, resources, and classroom setups.
- Support the planning and execution of day camps (e.g., March Break Camp, Weekend Camp, Summer Camp) and other educational programs across the Greater Toronto Area.
- Work across different areas of the organization! While the majority of time will be spent on teaching-related tasks, candidates may also assist in program administration, operations, or community initiatives to advance organizational growth.

**Requirements:**

- Dedication and passion for community impact, education, and youth-focused initiatives, with a strong interest in supporting learning and development.
- Excellent written and verbal communication skills for effective collaboration with instructors, students, and team members.
- Ability to work independently while coordinating with multiple stakeholders on classroom and program activities.
- Proficiency in Microsoft Office and Google Workspace; ability to assist with digital learning tools is an asset.
- Strong problem-solving skills, patience, and the ability to adapt to a dynamic learning environment.
- Exceptional attention to detail and the ability to maintain a safe and organized classroom.
- Excellent organizational skills and ability to meet deadlines in a fast-paced, educational setting.

Assets:

- Experience working with children or adolescents in educational, recreational, or community programs.
- Experience assisting in lesson planning, classroom management, or educational program delivery.
- Experience in youth mentorship, tutoring, or volunteer programs.
- Fluency in more than one language (reading, writing, speaking, and listening).