

Laerskool KENRIDGE Primary

School Governing Body Post

Teacher Assistant (Foundation Phase)
Appointment date: 1 January 2027

The role of the Educator/Teacher's Assistant is to provide support to the educator, both in and outside the classroom. The duties and responsibilities will include, but not be limited to, the following:

- Prepare the classroom for teaching and learning and ensure that teaching materials are available and ready for use.
- Hand out workbooks/textbooks to learners as and when required.
- Assist the teacher with admin including photocopying, laminating, binding and so forth.
- Oversee learners during breaks.
- Supervise group activities of learners.

Attributes:

- Strong interpersonal and communication skills with educators and learners
- Planning and organising skills
- Ability to work well within a team as well as independently
- Initiative and problem-solving skills

Requirements:

- Matric or similar NQF level 4 qualification
- Currently studying towards a B.Ed (FP)
- At least 1 year's experience of working with children across various age groups i.e. au pair, assistant etc.
- Interest in working with children and a positive, friendly attitude
- Fully bilingual (English and Afrikaans) essential
- Highly computer literate for administrative, content creation and integration purposes
- Ability to contribute to school extracurricular activities. State extramural activities

Suitably qualified candidates are invited to submit the following:
Curriculum vitae
Two written testimonials (one of which must be dated within the last 6 months)
Two contactable references

Applications must be sent to recruitment@kenridge.org.za by no later than
30 October 2026 by 12:00.

An application does not guarantee an interview, and the school reserves the right not to make an appointment.
Kenridge Primary School is an equal opportunities employer.