

# Teacher Assistant, Grade 3-4

Call ID: NAD-SSS-000287-2024

Where: Saipan, MP, Guam

When: Jul 1, 2024 - May 31, 2025

## Summary

Will be assisting in the classroom and on campus in grades 1 and 2. Duties may include but not be limited to copying, grading, tutoring, working with different size groups of children, supervising in the class or on the playground and assisting in classroom instruction. Will also be involved with church activities both in-reach and outreach. Church attendance is expected. Monthly living allowance: \$500

## Destination

Saipan, MP Guam

## Term

Long-Term, 10 - 12 months, Jul 1, 2024 - May 31, 2025

## Position

Type: Teaching - Elementary (1st - 8th Grade), Total People Required: 1, Target Age: Any

## Finances

Cost: \$0.00, Monthly Living Allowance: \$500.00, Local Currency: USD, Finance Type: Regular (Shared Funding)

## Lodging & Food

- School housing is available
- Monthly Allowance
- May share apartment with other volunteers
- Basic housekeeping provided
- Volunteer provide own linens and bedding
- Volunteer provide their own food
- 110V electricity with American plugs

## Restrictions:

- This assignment is only for NAD volunteers only
- Apartment is strictly for the same gender, married acceptable
- Divers insurance is required before you scuba dive and can be obtained through [www.travelersEMS.com](http://www.travelersEMS.com)

Gender Lodging: Either

Marital Status Lodging: Single

Child Accommodations: Not Specified

### **Health Notes**

Health Clearance Required

Go to [www.cdc.gov](http://www.cdc.gov) and click on travellers' health then choose your destination recommendation

### **Dress**

Acceptable:

Acceptable Dress: Men teach in long pants (no jeans) but may wear shorts off campus or after school. Men must wear collared shirts to church meetings. Women must always wear loose fitting skirts and dresses past the knee when going off campus or "in public" on campus. Women may wear modest shorts, slacks or pants only on campus in the evening or when exercising.

Unacceptable:

Unacceptable Dress: Women - Tight and/or short shorts are never acceptable, nor sleeveless or sheer blouses or dresses. A conservative hairstyle is preferred for men and women. Please refrain from bringing or wearing jewellery.

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### **Duties**

- To assist with the above mentioned class and to assist with such extra-curricular activities and supervisory duties as administration may assign.
- By precept and example the employee will seek to uphold Christ as Friend and Lord and will endeavor to lead students to a similar understanding.
- Assist with records of attendance and scholastic performance in the register and grade book for that purpose; assist with course outlines and lesson plans as prescribed by the administration.
- Assist with the proper control of the students' behavior in the classroom, school ground and premises in accordance with the rules and regulations stipulated in the Handbook.
- Assist with the neatness and cleanliness in the classroom and school grounds; create visual aids, posters and displays in bulletin boards, thus supporting a positive learning environment; be responsible for janitorial work in and around classroom and undertake supervisory duties at lunch hour, and in other times in rotation with other teachers.
- Attend regular staff meetings as scheduled and other meetings and events even after school; join in service sessions and workshops in order to maintain or increase his/her level of teaching skills.
- Undertake any other duties and responsibilities considered as part of normal load; will work in harmony with school programs and activities outlined in the Staff Handbook/Bulletin, and other directives set forth by the Board and administration.
- Regularly attend weekend services and assist in church programs according to talents and abilities. (Sabbath School classes for all ages that need leaders and assistants, Pathfinder club, youth meetings during the week, door-to-door, prison ministry, ...the ministries that can be joined in are extensive and many more could be led by you!

## Experience

- Must be a baptized member of the Seventh-day Adventist Church
- Fluent English
- Must have a minimum of 60 college credit hours
- Able to serve without compensation other than a small living allowance
- Adaptable, able to serve others
- Willing to serve 10-12 months

## Education

2-Yr College

## Education Concentration

Teacher

## Languages

English (fluent)

## Trade Skills

Any

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**Host**      « Private »

**Host Contact** « Private »

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## Travel Documentation

### Travel

Destination City      Saipan, MP      Destination Airport      Saipan International Airport

### Medical

Required Inoculations      Required Inoculations-  
Hepatitis B, go to  
[www.cdc.gov](http://www.cdc.gov) and click  
Travelers' Health, then  
choose your destination  
recommendation.      HIV Clearance Required?      No

Medical Recommendations      Work with the principal to confirm other medical recommendations and requirements

### Visa

Visa Required?      No      Visa Type      1  
Visa Application By      Volunteer / Sponsor  
Work Permit Required?      No  
Work Permit Application By      Volunteer / Sponsor

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Police Clearance Required? [Yes](#)

Child Protection Required? [Yes](#)

Send Documentation To [gladysguerrero@nadadventist.org](mailto:gladysguerrero@nadadventist.org)

Documentation Deadline [Jul 1, 2024](#)

Visa Travel Details

[Only needed by NON-US Citizens](#)

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**Interview**

Phone Interview Required? [No](#)

Signed Agreement Required? [Yes](#)

**Orientation**

Orientation on Site? [Yes](#)

Orientation Stipend? [Yes](#)

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**Travel Advisory**

Guam

**1** Exercise normal precautions