Diocese of Nashville

https://dioceseofnashville.com/job/assistant/

Assistant

Hiring organization
Koinonia Hybrid Academy

Job Location
Brentwood, TN

Date posted
November 13, 2026

Valid through
13.02.2027

Interested candidates can apply on the website www.koinoniahybrid.org

Description

Position Title

Assistant (Part-Time)

Salary

Starting at $17/hour

Supervisor

KHA Administration

Time Commitment

8:30am-3:40pm on Mondays and Thursdays for the 2026-2027 academic year.

Potential Placement

- Nursery
- Pre-K3
- Jr. Kindergarten

Responsibilities

- Responds promptly, efficiently, and respectfully to lead instructor's directives about student success throughout the day
- Willing to be flexible if needed in other roles at various times
- Gathers supplies and prepares materials as needed for students
- Takes initiative to assist students and lead instructors as needs arise
- Implements KHA virtue recognition program and enforces KHA standard of behavior
- Ensures students are supervised at all times throughout the school day
- Changes diapers and outfits as needed (Nursery)
- Assists children as needed with using the restroom following safe environment standards and protocols (Nursery/Pre-K)
- Must be available for mandatory staff training from 8:30am-3:30pm on August 8th, 2026.

Requirements

- No degree required
- No experience required, but 1+ years of classroom experience preferred
- Practicing Catholic able and willing to sign an Oath of Fidelity to the Magisterium of the Catholic Church

Benefits

- Free, onsite nursery for children under three years of age on August 15,

2026

How to Apply

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