

## EMPOWER Employment Workshop exercise

### Activity 2: Role Play

#### Interviews – preparation and performance (Take 15 minutes)

You have been invited for interview after submitting an application for the position of Teacher's Aide.

#### Teacher Assistant Job Description

We are looking for a competent Teacher Assistant to help our lead Teachers in educating our students. You will get to work with children of various ages and educational needs, while learning how to craft effective lesson plans and organize classrooms.



As a Teacher Assistant, you'll be responsible for individual students – or smaller groups of students – who need assistance to absorb the lesson material. You'll work with the lead Teacher to build plans for class and you'll also help them with record-keeping.

To do this job well, you should be smart and patient with a positive attitude. If you're ready to develop yourself in the world of teaching and do some real good for our students, we'd like to meet you.

#### **Responsibilities**

Help teachers prepare lesson plans

Set up necessary material for classes (e.g. projectors, chemistry sets)

Track student attendance and class schedules

Review material taught in class with individual students with learning challenges

Work with smaller groups of students for remedial teaching or reinforcing the learning process

Escort and supervise students in field trips and school activities

Make sure classrooms are safe and tidy before classes start

Assist teachers with various tasks, like grading assignments and informing parents of their children's progress

Help students adjust, learn and socialize and report to teachers about possible behavioural issues



## Requirements

Experience as a Teacher Assistant

Familiarity with school administrative tasks and learning methods

Great communication and organizational skills

Cool-tempered and positive attitude

Firm but kind personality

A love for teaching and the ability to build a trusting relationship with students, teachers and parents.

## Interview Practice

Take some time to prepare answers to these questions. Then we will do a role play.

Tell me about yourself.

How would you describe yourself?

Why do you want to work here?

What interests you about this role?

What are you passionate about?

What are your greatest strengths?

What are your greatest weaknesses?

What are your goals for the future?

Where do you see yourself in five years?

Can you tell me about a difficult work situation and how you overcame it?

Why should we hire you?

Do you have any questions?

What can we tell you about the job?

How do you handle stress?

What is your greatest accomplishment?

