

Madrichim (Teacher Aides/Guides) Program: Job Overview

Eligibility: Open to students in 7th-12th grade. Individual meetings with Michael before the school year begins may be requested to determine eligibility to work on specific tasks, such as Hebrew tutoring. A mandatory orientation for the program will be held before the year begins. Professional development sessions are held 3-4 times during the school year. Madrichim are expected to be enrolled in the education program for their grade.

Hours: Sundays from 9:45am-12:00pm and/or Tuesday afternoons from 4:15pm-5:45pm.

Work: Volunteer hours or bi-annual stipend based on experience as a madrich/madricha. Stipend is distributed in December and May. 7th graders receive volunteer hours only.

Other information: Students in the Madrichim Program should arrive to their assignments on time and check in with their supervising teacher regarding the daily needs. Regular attendance is expected and absences must be communicated. Madrichim may be assigned in one of four areas (classroom, office, art, or music) and will stay in that position for the entire year.

Madrichim responsibilities may include:

Administrative:

Helping with classroom set-up
Taking attendance
Collecting *tzedakah*
Passing out supplies
Preparing snacks

Interactive:

Greeting students as they enter the classroom
Helping students with projects
Leading students in small-group activities
Tutoring students who need extra help
Mentoring students

Madrichim Ideal Character Traits:

Self-starter
Passion for helping others
Positive contributor to the community

Outgoing and friendly
Enthusiastic about Judaism and education
Ability to be flexible

Placement Options:

Classroom: Madrichim in the classrooms are vital to the program. These assistants work closely with our teachers to help students with Hebrew reading, to help teachers with classroom management, and to assist in the overall needs of the classroom. Classroom madrichim may be assigned to grades Pre-K through 6.

Office: The madrichim in the office are some of the first faces students and parents see each session, so it's important to be friendly and courteous. These madrichim help make copies for classroom assignments and games, pick up students from class, and make sure everyone is where they need to be during school hours. They may also act as substitutes if another madrich is absent.

Art: The madrichim in art (*omanut*) help Morah Laura on Sundays with anything imaginable, such as getting supplies ready for art projects, putting up bulletin boards to beautify our community, and helping students connect to Judaism through art.

Music: The madrichim in music (*shira*) work closely with Cantor O'Brien and Todd Kessler each Sunday to lead the students in song, whether it's singing a new Hanukkah song, modeling a silly dance to go along with a Passover tune, helping with Havdalah, or just bring positive energy to get the kids singing early in the morning.