



Catholic Diocese of Evansville  
Catholic Schools Office  
4200 N. Kentucky Ave • P.O. Box 4169  
Evansville, Indiana 47724-0169  
Phone: (812) 424-5536 • Fax: (812) 424-0973  
Web Address: [www.evdio.org](http://www.evdio.org)

**School Name:** [St. James](#)

**Contact Name:** [Eric Chamberlain](#)

**Contact Phone Number:** [\(812\) 867-2661](#)

**Contact Email:** [echamberlain@evdio.org](mailto:echamberlain@evdio.org)

**Date Posted:** [3/12/2025](#)

**Date Closed:** [8/13/2025](#)

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**Job Type:** [Non-Certified](#)

**Employment Type:** [Part Time](#)

**Title/Position:** [Teacher Assistant](#)

**Grade Level/Subject Area:** [Preschool 4 and 5 Year Old](#)

**Start Date:** [8/13/2025](#)

**Job Description/Responsibilities:**

[St. James is currently seeking a nurturing preschool assistant for our 4-5 year old students beginning the 2025-2026 school year. This individual will be working Monday-Wednesdays-Fridays from 8:00a.m.-3:00p.m. Responsibilities include supporting the preschool staff with lesson plans, building a loving and patient atmosphere conducive to learning, and collaborating with the classroom teacher as we develop our youngest students.](#)

**Qualifications:**

[High School Graduate/Associate's Degree](#)

**Additional Instructions:**

[If you are interested or have any further inquiries, please reach out to Eric Chamberlain at echamberlain@evdio.org.](#)

**Application Instructions:**

Thank you for your interest in working for the Catholic Schools of the Diocese of Evansville. Please email a letter of interest and completed application packet to the Catholic Schools Office at [csso@evdio.org](mailto:csso@evdio.org).

**Application Packets** can be downloaded from the Diocese of Evansville website.

Certified Teacher Application <http://www.evdio.org/certified-employee-application-instructions.html>

Non Certified Application <http://www.evdio.org/non-certified-employee-application-instructions.html>

Bus Driver Application <http://www.evdio.org/bus-driver-employee-application-instructions.html>