

## Kindergarten Assistant/ Early Childhood Aftercare Teacher

### **Position Overview**

Full-time salaried position

Kindergarten assistant hours: 7:45 – 12:00 am Mon-Fri

Aftercare Teacher hours: 12:30 – 3:30 pm Mon-Fri

### **Qualifications**

The ideal applicant loves being with children and enjoys working collaboratively with others. We desire someone with a positive, proactive, helpful, and cheerful disposition. To be considered for this dual full-time, salaried position, a Waldorf teacher-training certificate is required as well as experience and/or training in working with young children ranging from ages 2.5 – 6 years old.

Our early childhood and aftercare programs are licensed through the state of Oregon, and because of that we can only employ individuals who meet the state requirements. We are therefore looking for people who have experience in a school setting or in a certified daycare, or who have some educational background in child development, or some combination of the two. (Our Teacher Training Program does qualify!)

### **Key Responsibilities**

#### **The Kindergarten Assistant:**

- Works collaboratively with the Lead Kindergarten Teacher and other members of the Early Childhood Faculty/Staff to maintain the integrity and quality of the EWS Early Childhood programs.
- Must be at school and fully in position, ready by start of the shift. Timeliness is essential.
- Assist in all areas deemed necessary by the Lead Teacher, including but not limited to: · Taking attendance. Signing children in & out of classroom. · Preparing and cleaning up the kindergarten classroom, dishes, wash basins, countertops, etc. · Assisting children with personal items: shoes, jackets, lunches, etc. · Redirecting children as necessary · Taking children on walks at the direction of the lead teacher · Escorting and providing assistance to children in the restroom · Age-appropriate discipline when requested by Lead Teacher
- Help children with conflict resolution and problem solving

#### **The Robin's Nest Aftercare Lead Teacher:**

- Prepares the space on a daily basis
- Is experienced in managing a multi-age group of children
- Is skilled in facilitating transitions
- Maintains healthy communication with the parents, staff and faculty.
- Able to continue the mood, rhythm and reverence created in the kindergarten with regard to afternoon activities
- Hold snack and rest time.

Please send a letter of interest and résumé to our faculty chair, Morgan Vierheller.

[morgan.vierheller@eugenewaldorf.org](mailto:morgan.vierheller@eugenewaldorf.org) 541.683.6951 ext. 107

For questions regarding state certification, please contact our administrator, Ellen Mahoney, in the business office.

[administrator@eugenewaldorf.org](mailto:administrator@eugenewaldorf.org) 541.683.6951 ext. 102