



We're Hiring!

2019-20 SCHOOL YEAR ASSISTANT TEACHER

(30 - 40 Hours Per Week, Multiple Positions across Seattle and King County)

Tiny Trees Preschool gives children a quality education and a joyful, nature rich childhood: one full of play, exploration and wonder. By creating joyful, outdoor classrooms in public parks throughout Seattle and King County, Tiny Trees makes preschool and nature accessible. Tiny Trees is committed to hiring and retaining staff who are committed to equitable early education and aims to support a diverse community of administrators and educators. Tiny Trees is an official partner of Seattle Parks and Recreation; King County Parks and Recreation and Burien Parks, Recreation and Cultural Services. Most Seattle locations are providers for the Seattle Preschool Program – Pathway, which provides free tuition at Tiny Trees for children in households below 350% of federal poverty line.

As an Assistant Teacher, you will:

Work closely with our director of education, program supervisor, and fellow teachers. Duties will include:

- Teach and help develop curriculum of Tiny Trees Preschool in partnership with other members of the teaching team using High Scope as the framework.
- Partner with the lead teacher to incorporate an anti-bias curriculum, meeting the cultural, behavioral and physical needs of your students.
- Assure that the classroom operates within the guidelines and standards of the Washington State Department of Children, Youth, & Families (DCYF).
- Create an inviting and emotionally safe classroom that receives a high quality rating.
- Be responsible for the health, safety, and welfare of all children. This includes helping children stay warm and dry in wet weather, managing risk in an outdoor setting, and addressing student conflict.
- Assist lead teacher in assessing students using Teaching Strategies GOLD.
- Collaborate on family-teacher communication and student data-tracking using technology such as Gmail, Google Drive, Facebook, and online search engines on a regular basis.
- Join lead teacher for home visits prior to the start of school.
- Assist lead teacher in overall planning for equipment and supply needs.
- Assist lead teacher in weekly planning.
- Setup and take down classroom daily, including canopies in wet/cold weather.
- Contribute to the development, implementation, and review of Tiny Trees Preschool policies and procedures in partnership with Tiny Trees administration as appropriate.
- Be an ambassador for the classroom's park when interacting with the public.
- Other duties as assigned.

You Are:

- Passionate, creative, intentional and reflective in your work with children.
- Looking to grow professionally through mentorship and teamwork.
- Dedicated to equal access to education, early learning, child-directed and play-based learning, and the outdoors. You love children, equity in education, and the environment.
- Inter-culturally fluent and familiar with anti-bias approaches.
- Engaging and easily able to communicate with students, families, and peers.
- Excited to get dirty and laugh a lot while teaching outside even in Seattle's cold and wet winters.
- Creative and driven to adapt lessons to outdoor classrooms in city, county or state parks.
- Experienced teaching children 3-5 years old in environmental education programs or preschool settings.
- Inter-culturally fluent and familiar with anti-bias approaches.
- Tolerant of uncertainty and change and understand that organizations continue to improve when the people who work there are adaptable, take chances, & learn from their mistakes.

- Able to work occasional weekends and evenings (open houses, parent conferences, etc.).
- Ability to lift 50 pounds on a regular basis, including loading and unloading boxes of classroom materials, pulling a wagon, moving sticks and logs, and moving children.
- Bonus Points!
 - Experience teaching in a Seattle Preschool Program or Seattle Preschool Program Pathway classroom; BA in Child Development, Early Childhood Education, Elementary Education, P-3 endorsement, Environmental Education, or related; Knowledge of Pacific Northwest natural history; Multilingual; Special talent (play an instrument, sing, puppetry, storytelling, knot tying, artistic, etc).

Job Title: *Assistant Teacher*

- Reports to the Program Supervisor.
- Weekly hours: Monday through Friday, 30-40 hours per week depending on site schedule. Occasional evening and weekend hours. All teaching teams have weekly flexible planning and prep time.
- **The position is slated to begin with mandatory PD in mid-August; class starts September.**

Salary: This is a non-exempt, hourly position. Pay is \$15.87 an hour.

Benefits: The following benefits are split between bi-weekly pay periods and prorated for part time staff (under 35 hours/week:

- Health insurance: employer provided Gold level health care plan from Kaiser Permanente.
- Retirement benefit: 3.75% annual salary contribution starting after 6 months of employment.
- Paid training (approximately 18 days/year): monthly professional development and annual staff training plus \$350 Professional development stipend
- Discounts on outdoor clothing.
- Approximately 65 hours paid time off (PTO) plus federal holidays and 5 school closure days for 10 month school year; additional PTO accrual dependent on summer schedule.
- Employee Assistance Program (EAP) for assistance with issues that interfere with your health, well-being, and productivity at home or at work.

Apply: Please submit a single document that includes a cover letter and resume with contact info for three references at tinytrees.org/about/careers. **Hiring process is rolling; please apply at your earliest convenience.** This position requires successful reference and background checks. Tiny Trees Preschool is an equal opportunity employer. Candidates who add to our diverse community are encouraged to apply. Address cover letters to Rachel Franz, Director of Education.

Commitment to Equity

Tiny Trees Preschool welcomes all children, all families and all staff members and works every day to create an emotionally and physically safe space for every child, family member, and staff member while challenging our community to think critically about bias and systemic oppression. Tiny Trees believes that having a community of individuals with diverse backgrounds enhances our ability to meet our mission and creates a vibrant environment where all members of the Tiny Trees community thrive. Tiny Trees is an equal opportunity employer that celebrates and honors diversity and does not discriminate on the basis of sex, gender identity, sexual orientation, religion, race, color, physical or developmental ability or ethnic origin in the hiring of its personnel. We strongly encourage applications from people of color, immigrants, male-identifying educators, people with disabilities, members of the LGBTQ community, non-binary applicants and other underrepresented and historically marginalized groups.