



We're Hiring!

2019-20 SCHOOL YEAR ASSISTANT TEACHER

(30 - 40 Hours Per Week depending on location, Olympic Sculpture Park and Carkeek West)

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.

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, Burien Parks, Recreation and Cultural Services; and Seattle Art Museum.. 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 preschool program director, 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:

- Intentional and reflective in your work with children.
- Looking to grow professionally through mentorship and teamwork.
- Dedicated to expanding access to early learning, child-directed and play-based learning, and the outdoors.
- Familiar with anti-racism and anti-bias teaching approaches.
- Engaging and able to effectively 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.
- 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.

Minimum Qualifications:

- At least eighteen years old;
- Have a high school diploma or equivalent;
- Have a minimum of an ECE initial certificate or equivalent, or be willing to get one within five years of being hired.
- Experienced teaching children 3-5 years old in environmental education programs or preschool settings.
- 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.

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.
- **These positions are slated to begin as soon as availability allows.**

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 1 year 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](https://www.tinytrees.org/about/careers). **Hiring process is rolling; please apply at your earliest convenience.** This position requires successful reference and background checks.

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 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.