

Wildcat Canyon Community School

blossoming from East Bay Waldorf

Position:

Teacher, Preschool Afternoon Program

Overview:

We are seeking a part-time teacher to create a healthy, safe and calm after school environment for preschool students aged 2 years 9 months to 4.

Classification: Non-exempt, hourly position

About our School

Overview Wildcat Canyon Community School (WCCS) is a cooperatively run, Waldorf-inspired school serving early childhood through middle school grades where education includes healthy spiritual development and joy in learning becomes a stepping stone to meaningful change in the world. WCCS is committed to dynamic governance by the teachers and cooperative community leadership; an economic model that values people over money; and an ongoing effort to uplift social, racial and land justice in all domains of the school.

Duties and Responsibilities:

- Coordinate and provide a healthy, safe, calm after school environment
- Create and follow a daily and weekly rhythm
- Monitor and account for children at all times
- Maintain supplies for activities and healthy snacks, keep aftercare supplies in good working condition
- Create and maintain a clean and orderly classroom space
- Keep a daily record of the times at which children are picked-up with the parent/guardian's signature to turn into the business manager weekly.
- Review and keep a notebook of children's emergency and dismissal forms, as well as the list of children who have health concerns (allergies, medical conditions etc.). Use "incident form" and turn them into the office when they occur
- Communicate clearly with parents
- Maintain a working knowledge of school policies and procedures: fire, shelter in place, and evacuation procedures, proper documentation of children's injuries, location and use of first aid kit, playground rules

The ideal candidate will demonstrate the following qualities and possess the following:

- Works well with children
- Good communication skills
- Calm, gentle manner
- Well organized, efficient
- Works well with colleagues
- Reliability and punctuality
- Excellent work ethic

- A prevailing sense of humor, optimism and “can-do” attitude
- Red Cross/CPR First Aid certification/Medicine Administration training (classes are usually offered during Faculty Work Days)
- Understands the importance of safety for all

Background/Education:

Related college-level course work preferred, **12 ECE units required** (may have 6 completed and 6 in process)

Waldorf training or study preferred.

Aftercare teachers are required to observe a class teacher at least twice in the course of the year.

How to Apply

Please send your resume, along with a letter of interest, highlighting your teaching experience, life experience, education, qualifications, and strengths. In addition, please include three references that we may contact.

Please submit all the above documentation to jobs@wildcatcanyon.org.

Wildcat Canyon Community Waldorf School is an Equal Opportunity Employer and welcomes applicants of any color, race, gender, sexual orientation, and all ethnic, national, cultural, social and religious backgrounds.