



Redwood Parents Nursery School Assistant Teacher Job Posting

About the Role:

Redwood Parents Nursery School is currently looking for a new assistant teacher to join our dedicated and experienced teaching staff. We are seeking an assistant teacher who can support a welcoming, creative, and positive learning environment for children and parents.

Duties and Responsibilities (including, but not limited to):

- Maintains a safe, creative, positive learning environment and a developmentally appropriate program under the direction of the head teacher.
- Arrives at least 15 minutes prior to class to assist in setting up the classroom and stays 15 minutes after class to put items away.
- Facilitates implementation of daily class curriculum and assists the head teacher with supervision of children during class hours.
- Assists head teacher during circle time by maintaining a positive learning environment and addressing the needs of children as necessary.
- Assists in maintaining a clean and organized classroom environment and staff supply room.
- Guides parents towards a variety of techniques and provides parents with the tools for working with children.
- Collaborates with teaching staff in evaluating each child's progress in the classroom and provides feedback to teaching staff to prepare for parent/teacher conferences.
- Attends at least one workshop or class per year to further professional growth and development.
- Completes annual trainings in child care mandated reporting, pest management, and sexual harassment.

Required Qualifications:

- Associate's degree, Bachelor's degree, or equivalent combination of training and experience
- Completion of at least 6 Early Childhood Education (ECE) units, ECE certificate, or comparable training and experience
- English language proficiency
- Pediatric First Aid and CPR certifications
- Up-to-date immunization record, including influenza
- Must pass background check (DOJ Fingerprint clearance and Megan's Law/Sexual Predator clearance)
- Ability to stand and move around for long periods of time while teaching; and carry/lift up to 50lbs



Preferred Qualifications:

- Experience working in a preschool environment
- Experience within a cooperative nursery school environment, either as a parent, teacher, or administrator
- Knowledge of current early education practices, preschool recreation activities, and stages of development of preschoolers
- Possesses a patient and supportive approach to all aspects of the learning process
- Ability to be enthusiastic, encouraging, creative and professional when working and speaking with children and adults
- Excellent communication and interpersonal skills

This is an hourly position, starting at \$20/hour, dependent on experience.



To Apply, please submit the following to director@rpns.org

- Letter of Introduction
- Letter(s) of Reference (minimum of 2 references requested)
- Resume

Applications are due no later than January 1st, 2025.

Redwood Parents Nursery School is an equal opportunity employer. We celebrate diversity and strive to create an inclusive environment for the members in our community. Redwood Parents Nursery School does not discriminate on the basis of race, color, national origin, ethnic origin, special needs, sex, sexual orientation, gender identity, or gender expression in administration of its employment policies, educational policies, admissions policies, scholarship and loan programs, and athletic and/or other school-administered programs.