



Nature Preschool Assistant/Aftercare/Teacher

Department: Education

Supervisor: Leslee Moore, Ijams Nature Preschool Administrator

Ijams Nature Preschool (INP) provides a hands-on, experiential approach to learning that is based on the needs and curiosity of young children. Its mission is to inspire children, families, and educators to connect more deeply with the world around them. Through INP's research and programs, children and families develop a profound engagement with the natural world, where nature is an integral part of children's daily learning. All of the above is to be done with a focus on safety, customer service and effective educational methods in a supportive environment.

To apply: Please send cover letter, resume and three references to preschool@ijams.org. Applications for this position will be accepted until July 27, 2020.

Hours/Pay

- Monday-Friday 2-6 p.m. More hours may be available
- Pay rate is \$10-\$12/hour depending on experience. The Assistant will be off work and unpaid on regularly scheduled school holidays or unscheduled school closures
- First day of work will be Aug. 3, 2020

Responsibilities

- Assist the Lead Teacher with a mixed-age preschool classroom in daily curriculum activities focused on outdoor exploration and nature-based learning
- Provide a variety of nature-based materials and resources for children to explore, manipulate, and use, both in learning activities and in imaginative play
- Assist with the establishment and enforcement of rules for behavior, and procedures for maintaining order
- Provide language-rich environment through story-telling, reading, puppetry, and imaginative play
- Assist the Lead Teacher with developing crafts or other hands-on activities that support the weekly curriculum.
- Help children engage in nature activities, such as catching tadpoles and insects, making leaf collections, playing in the dirt/mud, and other field-based learning opportunities in outdoor classrooms
- Observe and evaluate children's performance, behavior, social development, and physical health
- Assist the Lead Teacher with attendance, progress reports, weekly newsletters, and other clerical duties
- Prepare materials and classrooms for class activities

- Assist with light janitorial work, such as cleaning and disinfecting toys, tables, restrooms, kitchen, and classroom materials following current CDC policies for COVID safety
- Take trash, recycling, and compost out daily
- Assimilate arriving children to the school environment by greeting them, helping them remove outerwear, and selecting activities of interest to them
- Substitute for teachers' lunch breaks, staff meetings, planning time, and days off as needed.

Qualifications

- Experience in a preschool setting, especially with programs that spend a great deal of time outside
- Willingness to be outside most of the day, during all weather conditions
- Strong customer service skills
- Attention to detail
- Willingness to multi-task and work under pressure
- Ability to work without supervision
- Experience working with Microsoft Office, PowerPoint, and Excel

Additional Desired Qualifications

- Bachelor's degree in Early Childhood Education, or Wildlife, Biology, or other resource management program
- Ability to be creative, supportive, and enthusiastic with children
- Knowledge of Montessori and Waldorf education principles
- Experience teaching art, music, or drama to children

This position will spend at least 50% of the time outdoors, in all weather conditions, for guided hikes with the students. The Assistant will work with the Lead Teacher and Administrator as a team to provide a full spectrum of educational and outdoor experiences for INP students during the aftercare hours of 3:30-5:30 p.m.

Ijams Nature Center is an equal rights employer committed to diversity in staff, Board of Directors, volunteers, visitors, and program participants without discrimination on the basis of race, religion, color, national origin, gender, sexual orientation, age, or disability.