



Daybreak Star Indian Cultural Center
Post Office Box 99100, Seattle, WA 98139
Phone: (206) 285-4425 Fax: (206) 282-3640

JOB ANNOUNCEMENT

JOB TITLE: Assistant Teacher

PROGRAM: Daybreak Star Preschool

REPORTS TO: Preschool Director

STATUS: FT Hourly

LOCATION: Daybreak Star Center

PAY RANGE: \$19 starting, DOE

The United Indians of All Tribes Foundation (UIATF) is a non-profit organization working to provide vital social, cultural, and educational services to Seattle's American Indian/Alaska Native community.

JOB SUMMARY:

Daybreak Star Preschool Program is looking for someone who is passionate about early care and learning and sees themselves as a lifelong learner

ESSENTIAL RESPONSIBILITIES of the ASSISTANT TEACHER:

Together, the teaching team of a lead and assistant teacher will work together to cultivate and sustain an environment that encourages children to remain engaged in their school's learning. They cultivate and foster dispositions that encourage a joy for learning.

- Delivering age-appropriate experiences and activities that support children's social, emotional, and physical growth; modeling a healthy relationship with and curiosity for the natural world through play and exploration.
- Maintaining a positive teaching team, and co-facilitate classroom curriculum with teaching team.
- Collaborating with designated Lead Teacher to foster a positive learning environment for 3-5year old children.
- Observing and documenting children's development (we utilize HighScope Curriculum alongside Teaching Strategies Gold to document and assess children growth and development).
- Ensuring effective communication with families about school and classroom events.
- Responsive to each individual child's home dynamic and culture.
- Supporting ethnic and racial identity within the classroom of children.
- Following all established policies, procedures and protocols related to internal and external communications, child safety, crisis management, and risk management.
- Supporting the development of new and ongoing classroom risk and hazard assessment and response procedures as needed.
- Support maintenance of accurate records for program documentation (e.g. attendance, meal counts, etc.)
- General care of supplies and supporting materials in an organized manner.
- Other duties assigned.

QUALIFICATIONS:

- Can work as part of a team and make contributions through collaboration, and problem solve while maintaining a sense of calm as unforeseen situations arise
- Is comfortable and reliable with planning, organizing, and time-management skills
- Ability to communicate effectively with children at an age-appropriate level
- Proof of vaccine against COVID-19 or medical and/or religious exemption.
- CPR/First Aid certification
- Food Handler's Card

- Blood Borne Pathogens certification
- Pass Background Check through the Department of Children, Youth, and Families
- May on rare occasions be scheduled to work unusual hours and/or evenings

Equivalent education/experience will substitute for all minimum qualifications except where there are legal requirements such as license/certification/registration.

- Bachelor's degree in Early Childhood Education, environmental education or related field AND an ECE Short Certificate (required for licensed preschools in Washington) or ECE Initial Certificate with willingness to obtain a ECE Short Certificate with in 2 years

DESIRED:

- Experience working with diverse communities, specifically Native American, is highly valued
- Demonstrated knowledge of the natural world and experience sharing that knowledge with children in the field
- Experience supervising and mentoring volunteers
- Minimum of three years of experience in a setting for preschool to school aged children
- Formal training and/or experience in early childhood education or related areas

PHYSICAL DEMANDS AND WORK ENVIRONMENT

Reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions, in compliance with all ADA requirements and guidelines.

- Comfortable leading children on walks in a wooded environment
- May be asked to engage with children on the floor
- Light lifting, under 40lbs (backpack mostly)

Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. This description reflects management's assignment of essential functions; it does not proscribe or restrict the tasks that may be assigned. This job description is subject to change at any time.

<p>OPENING DATE: 10/06/2021 CLOSING DATE: Until Filled</p> <p><i>United Indians of All Tribes Foundation is an Equal Opportunity Employer</i></p>	<p>APPLICATIONS FOR EMPLOYMENT can be obtained at www.unitedindians.org/jobs , please submit with a resume and cover letter to jobs@unitedindians.org .</p> <p>Please contact HR for questions : #206-475-1353, msalanga@unitedindians.org</p>
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