



## Open Position

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|---------------------|--------------------------------|---------------------|--------------------------|
| <b>Title:</b>       | Early Learning Program Teacher | <b>Supervises:</b>  | N/A                      |
| <b>Reports to:</b>  | Head of School                 | <b>FLSA Status:</b> | Exempt                   |
| <b>When Needed:</b> | January 2024                   | <b>FTE:</b>         | Part-Time, Academic Year |

Seattle Waldorf School is seeking an engaging and compassionate educator to lead our parent/caregiver and child classes as a part of our early childhood program. We are looking for someone who can work effectively both as part of a team and independently. We need a leader who understands best practices in teaching, who is interested in collaborative and multidisciplinary approaches, and who is passionate about caring for young children and families. We are looking for staff and faculty who share our belief that a culturally rich and inclusive school community provides students with the best possible environment for a quality education. Salary is competitive with independent schools. Seattle Waldorf School offers an excellent benefits package, opportunities for professional development, and an extraordinary work environment.

### Who We Are:

At Seattle Waldorf School, students become creative problem-solvers—imaginative thinkers who journey toward intellectual excellence, human compassion, and artistic skill. Our modern curriculum is rooted in tradition—for children 18 months to 18 years. We lead students on a joyful journey that fosters critical thinking, synthesis, and creativity. We are privileged to employ some of the most highly trained Waldorf teachers in the country. Founded in Seattle in 1980, we are the only Preschool–Grade 12 Waldorf School in Washington. At Seattle Waldorf School we are committed to creating a community that is inclusive for all faculty, staff, families and students, especially those who have been impacted by racism and oppression, and to create a culture that supports racial equity by changing our existing systems and practices.

**Our Mission:** Daily we strive to inspire learning, courage, and joy in the developing human being.

### Job Summary:

Under minimal supervision, provides an optimal classroom experience for children and families enrolled in the Early Learning program. Our Early Learning program consists of Puddle Jumpers for walkers to age 3 who attend with a parent or caregiver and Joyful Beginnings for infants and parents/caregivers. These classes are intended to help educate families on child observation and development with an emphasis on Waldorf early childhood education. Puddle Jumpers follows a rhythm similar to a Waldorf preschool. Joyful Beginnings supports families with infants through parent/caregiver education, social time for adults, and community building.

### Specific Responsibilities:

- Teaches 4 classes for two 8 - 12 week sessions in the Early Learning program which includes Puddle Jumpers and Joyful Beginnings. The hours for Puddle Jumpers are from 9:00 - 11:00 a.m. Wednesday - Friday with an option for a fourth class if demand is high. Please note, with set up and clean up time, the actual daily hours would be 8:30 - 11:30 a.m. Joyful Beginnings will run once a week, time and date to be determined based on registrations. There may be 1-2 hours per week of additional prep and/or parent conversations.
- Supports outreach efforts to grow the program.
- Keeps records and writes reports as needed and according to current school guidelines.
- Plans and facilitates 1-2 parent meetings per session to support families, education, and community development.
- Maintains communication and collaboration with the early childhood department and admissions team.
- Models a culture of flexible, continuous learning for students.

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*This description is intended to describe the general content of and requirements for the performance of this position. It is not to be construed as an exhaustive statement of duties, responsibilities, or requirements.*

- Establishes and cultivates community relations by maintaining open and candid dialogue with all of the school's constituencies.
- Is familiar and complies with all policies and regulations as put forth in the school's documents.
- Models a culture of flexible, continuous learning for families and students.
- Establishes and cultivates community relations by maintaining open and candid dialogue with all of the school's constituencies.
- Takes all necessary and reasonable precautions to protect students, faculty, staff, equipment, materials, and facilities since safety and security are everyone's responsibility.
- Performs other duties as assigned.

**Education & Experience:**

- Experience in teaching young children and working with families.
- DCYF Stars Training a plus.
- 3+ years' experience teaching in a classroom environment preferred.
- Experience in a Waldorf school preferred.
- Culturally Responsive Teaching experience preferred.

**Required Knowledge, Skills, & Abilities:**

- Commitment to excellence in teaching, parent education and dialogue, self-development, and collegial cooperation.
- Strong organizational skills.
- Excellent written and verbal communication skills.
- Ability to work in a hands-on team environment.
- Possessing a level of cultural competency necessary for working with a diverse population in an inclusive and equitable community
  - We have a diverse student body, and we want all our teachers to have the skills necessary to ensure that their classrooms are safe, inclusive places for everyone.
  - We seek a teacher who is aware of the racial, socio-economic, gender, and other inequities present in education, and actively works to eliminate these in the classroom.
- Ability to work efficiently in a Microsoft Windows or Mac environment using Office, Google Suite, common automated systems for record keeping, and confidently learn new technology.
- Ability to maintain confidential information.
- Ability to work and communicate well with all levels of faculty and staff.
- Ability to work and communicate well with students and their parents.
- Flexibility, maturity, and a sense of humor.
- Ability to lift up to 30 pounds.

Hourly Rate of Pay: \$85/ hour for classes and class meetings (no additional time/ payment for preparation), \$29 for other meetings

Benefits: Paid Sick and Safe Leave (accrued at a rate of 1 hour for every 40 hours worked)

**To Apply:** Interested candidates should respond immediately by email with a letter of interest, resume, and employment application, available on the school [website](#).

Thank you for your interest in Seattle Waldorf School and this position. Position open until filled. No phone calls or drop-ins please.