Job Description for Assistant Teacher

The person selected for this position will be responsible for assisting a lead teacher in the general supervision and management of a class of children between the ages of two-years-nine-months and six years.

Responsibilities will include, but will not be limited to, the following:

* Assisting in planning and implementing the daily program under the direction of the teacher.

* Assisting in planning and preparing the learning environment, setting up interest centers, and preparing needed materials and supplies.

* Early Care duties and assisting in After Care on selected days

* Supervising the classroom when the teacher is out of the room.

* Helping with the general housekeeping tasks

* Assisting the teacher in any other appropriate ways.

* Maintaining collegial, professional attitudes and loyalty to the school at all times.

* Treating all children with dignity and respect.

* Attending all staff meetings and recommended training programs and conferences.

* Participating in professional organizations that work for the improvement of early childhood education.

*Base salary plus years of Waldorf Early Childhood experience