



Job Opening: Substitute Teacher

206.209.7876 | www.tcsseattle.org
111 NE 80th St. Seattle WA 98115

Reports To: Board President **Status:** Part-time, casual

FLSA: Non-Exempt **Hourly Pay:** \$25/hr **Dates:** Starting now, as needed Sept-July

Location: 111 NE 80th St Seattle 98115

Closing Date: Posted until filled.

The Children's School provides a safe, caring and nurturing environment for young children. We are a small preschool program that has been around since 1965! Our teachers are the heart of our organization and we are looking for new team members to help us care for our little ones as we continue to grow.

We are hiring substitute teachers for our morning preschool program September – July. This position is primarily responsible for ensuring the safety and wellbeing of children, and assists in the implementation of curriculum and activities with the children in the absence of a regular teacher. Paid training available before you cover a shift.

Monday to Fridays, 8:30am – 1:30pm. We'll contact you in the event of a teacher absence and you can take or leave the shift.

Responsibilities and Duties: must adhere to all covid-19 related policies

- Maintain proper supervision of children at all times indoors and outdoors including responding swiftly and appropriately to any threats to safety or emergency situations, often alone with small groups of children
- Actively participate in the maintaining a safe, engaging and culturally responsive program for young children and their families
- Attend to children's basic care needs e.g. toileting/diapering, eating, hygiene/handwashing, dressing/undressing etc
- Assist with general cleaning tasks
- Model appropriate social behavior
- Communicate appropriately with the children's family members
- Support accurate record-keeping
- Other duties as assigned

¹ The Children's School is a 501(c)(3) charitable organization, Federal Tax ID: 91--0890115

Qualifications:

Minimum:

- Demonstrable knowledge of child development and education.
- Strong interpersonal and communication skills.
- Experience with young children in a group setting.
- Willingness to comply with the established agency Performance Standards.
- Willingness to comply with the established agency Standards of Conduct.
- Possess the physical and mental health required to carry out the responsibilities.
- Must be at least 18 years of age.
- Must be able to communicate through writing and speaking English.
- Must be able to pass a Criminal Background Check.
- Current Adult/Pediatric First Aid & CPR certificate within 30 days of employment (maintain current certificate during employment).
- Current Food Handlers certificate within 14 days of employment (maintain current certificate during employment).
- Must comply with all Covid19 policies including requirements for vaccination.

Preferred:

- Associate's Degree in Early Childhood Education, or related field, or equivalent.
- Previous experience with children in a paid position.
- Bilingual

Work Environment: The usual and customary methods of performing the job's functions require the following physical demands: significant lifting, carrying, pushing, and/or pulling, frequent stooping, kneeling, crouching, and/or crawling and significant fine finger dexterity. The job is performed under some temperature/weather variations and under conditions with exposure to risk of injury and/or illness. Working with young children is a fast-paced, active work environment and requires flexibility, agility and ability to manage competing priorities.

Employment Practice: The Children's School is an Equal Opportunity Employer. Applications are considered without regard to race, age, sex, color, creed, religion, disability, national origin, marital status, mental or physical handicap, sexual orientation (heterosexuality, homosexuality, bisexuality) and expression of gender identity or any other classification protected by law.

To Apply: please complete the '[Substitute Teacher Application Form](#)'.