



Beginning School Assistant & After Care Teacher Opal School

- Status:** Full-Time/Non-Exempt
Schedule: 24-30 hours per week, Monday-Friday, to include 1pm-5pm
(Occasional evenings/weekends, as scheduled)
Reports to: Opal Beginning School Teacher-Administrator

MISSION

We collaborate to create transformative learning experiences through the arts and sciences. The mission of the Opal School is to strengthen education by provoking fresh ideas concerning environments where creativity, imagination and the wonder of learning thrive.

ORGANIZATION OVERVIEW

Portland Children's Museum consists of three aligned entities: (1) the Museum, where exhibits and programs serve the public both on- and off-site, (2) Opal School, an independent preschool and K-5 public elementary school, and (3) the Museum Center for Learning, which documents and disseminates fresh approaches to education and provides professional development for educators.

OUR COMMITMENT TO DIVERSITY & INCLUSION

In the Portland metro area, 47% of students are children of color. At Portland Children's Museum, we strive to have our guest and school families reflect that diversity, and for our staff and board to be equally diverse. We are committed to eliminating barriers to access and equity and see a diverse workforce as a key step toward this goal. We actively seek to recruit, hire, promote, and retain a diverse workforce—one that welcomes and engages people from every background. We value our staff members, volunteers, and board members and their individual backgrounds, which further our ability to serve and learn from the diverse families that enrich our community. We invite you to join us on our journey.

POSITION SUMMARY

The Opal Beginning School AfterCare Teacher and Classroom Assistant offers rich, creative and playful experiences to the children enrolled in AfterCare (1:30pm-5pm) and supports our inquiry approaches to teaching and learning during the school day.

RESPONSIBILITIES AND DUTIES

CREATES & SUPPORTS LEARNING EXPERIENCES FOR YOUNG CHILDREN (90% OF TIME)

- Supports experiences for children that reflect Opal School's principles of teaching and learning.
- Nurtures and support the social and emotional intelligences of young children.
- Develops and implements daily after school programs that reflect principles of teaching and learning practiced by Opal School.
- Arranges physical environments and materials in ways that reflect Opal School's principles of teaching and learning.
- Effectively organizes time, space, materials and research data (dialogues, photographs, videos, etc).

COLLABORATES & REFLECTS WITH TEACHING TEAM (5% OF TIME)

- Participates as a member of the teaching team in which collaboration, dialogue, risk taking, honesty and reflection are practiced values.
- Demonstrates an eagerness to continue to learn and grow as a teacher and researcher by practicing inquiry, actively staying engaged in current research related to this work and regularly journaling and sharing reflections with others.

COMMUNICATES & DOCUMENTS IDEAS (5% OF TIME)

- Communicates with families about children's experiences in After Care.
- Provides support, acts as a parent resource and liaison between staff, school and parents, as needed.
- Understands and uses the technology required to document the experiences of children and adults on a regular basis.
- Ensures compliance with State regulatory agencies' guidelines.
- Fulfills all other responsibilities as assigned by supervisor and defined by annual work plan.

QUALIFICATIONS

Skills

- Degree in child development (preferred) or equivalent experience.
- At least one year of successful experience teaching young children in a constructivist learning environment.
- Demonstrated understanding of the mission, philosophy, values and teaching principles of the Opal School and the Portland Children's Museum.
- Demonstrated understanding of the developmental stages, needs and interests of children in the early years (ages 3-6 years).
- Knowledgeable about the experiences and practices of the early childhood schools of Reggio Emilia, Italy.

Competencies

- Keen interest and curiosity about the nature of learning and teaching.
- Commitment to social justice and educational equity.
- Attentive to the many ways that children make meaning of the world.
- Finds joy in working with children and adults.
- Values learning from mistakes.
- Values families as important partners in the life of the school.

WORKING CONDITIONS

- Standing and sitting in classrooms designed for children ages 3-6.
- Moving quickly during evacuations or emergency situations.
- Playing outside every day with children in all weather conditions.
- Lifting up to 50 pounds.
- Prompt, Regular and reliable attendance is required.

REQUIRED CREDENTIALS/TRAINING

- Current enrollment in the Oregon Criminal Registry (required at start of contract).
- Current CPR/First Aid certificate and Food Handlers card (required at start of contract).
- Completion of Introduction to Child Care Health & Safety training and Recognizing & Reporting Child Abuse & Neglect training (required at start of contract).

Interview Process: Candidates selected for interviews will be asked to complete an application with salary history and submit a form to conduct a background check. The hiring process requires finalists to participate in up to two interviews and provide one writing sample.

To apply, please send resume, three professional references and salary requirement to resumes@portlandcm.org. No phone calls, please.