

Forest Preschool Support Staff Job Description

Position: Forest Preschool Support Staff

Job Summary: The Forest Preschool Support Staff plays a vital role in ensuring the smooth operation of the forest preschool program. This position involves assisting the classroom teachers in various tasks, providing individualized support to children, maintaining the cleanliness and organization of materials and facilities, and stepping into an assistant teacher position as needed. The Support Staff contributes to creating a nurturing and stimulating environment that promotes children's physical, emotional, and cognitive development in a natural outdoor setting.

Key Responsibilities:

Assistant Teacher Support:

- Collaborate with classroom teachers to ensure a cohesive learning environment.
- Assist in implementing lesson plans, activities, and routines in accordance with the preschool's philosophy and curriculum.
- Step into the role of an assistant teacher when required, actively engaging with children during lessons, play, and exploration.

Individual Child Support:

- Provide one-on-one assistance to children with special needs or those requiring extra attention.
- Foster positive relationships with children, building trust and rapport while attending to their unique developmental needs.

Material Preparation:

- Prepare and organize educational materials, equipment, and supplies for daily activities and lessons.
- Ensure that materials are appropriately cleaned, maintained, and stored after use.

Facility Maintenance:

- Assist in maintaining a clean, safe, and organized outdoor classroom environment.
- Regularly inspect the outdoor area for potential hazards and address any safety concerns promptly.

Laundry and Hygiene:

- Handle laundry responsibilities, including washing and drying children's outdoor clothing and other fabrics as needed.
- Promote good hygiene practices among children, ensuring they are appropriately dressed and prepared for outdoor activities.

Safety Oversight:

- Maintain a vigilant watch over children during outdoor play and exploration to ensure their safety.
- Follow established protocols in case of emergencies, accidents, or incidents.

Communication:

- Communicate effectively with teachers, parents, and other staff members to relay pertinent information about children's progress and any concerns.

Professional Development:

- Participate in relevant training sessions and workshops to enhance skills in early childhood education, outdoor learning, and child development.

Qualifications:

- High school diploma or equivalent; some college coursework in early childhood education or related field is preferred.
- Prior experience working with preschool-aged children in an educational or childcare setting.
- Strong interpersonal skills and the ability to connect with children, parents, and fellow staff members.
- Basic knowledge of child development principles and best practices in early education.
- Physical stamina and willingness to work outdoors in various weather conditions.
- Excellent organizational skills and attention to detail.
- First aid and CPR certification (or willingness to obtain these certifications).
- Passion for nature-based education and a commitment to fostering children's connection to the natural world.

This job description outlines the primary duties and responsibilities associated with the Forest Preschool Support Staff position. It is not an exhaustive list, and additional tasks may be assigned as needed to support the overall success of the forest preschool program.

Part-Time: 15-25 hours per week

Pay: \$15.75-\$16.50