



Nature Teacher “Guest Teacher” (Substitute Teacher)/Breaker

JOB DESCRIPTION

Definition

The Nature Preschool- Nature Teacher “Guest Teacher” (Substitute Teacher)/Breaker is responsible for covering the daily work for NP classroom Teaching Staff.

The Nature Preschool is an inquiry and nature-based, developmental program for preschool children with an emphasis on the outdoor environment as an outdoor classroom learning opportunity and setting for children. The Nature Preschool Teacher- Sub/Breaker is to follow the same teaching staff goals in encouraging children’s awareness, understanding, appreciation and protection of the environment, fostering empathy and kindness towards others, and building a strong foundation of learning through hands on sensory experiences, constructing their knowledge, and skill building in all areas of child development.

Supervision

The Nature Teacher Sub/Breaker works under the direct supervision of the Nature Teacher 1- Lead or Nature Teacher 2 in each classroom for a staff member who will be absent from their classroom. They will also be under the direct supervision of the Preschool Director, Assistant Director, Enrollment and Program Administrator if applicable.

Essential Responsibility

1. Assists with supervision of 24 children daily (**6-8 in each cohort**) overseeing children’s social-emotional and physical needs of the classroom learning community.
2. Ensure the supervision, safety and well-being of children at all times; observing and moving around with adult/child ratios as they change locations throughout the day.
3. Welcome and greet each child and family at arrival and departure time daily.
4. Begin each preschool day in nature and spend **70-80%** of time outside in nature.
5. Provide support with classroom teaching staff to implement the curriculum each classroom has designed based on their children’s interests, inquiries, investigations and experiences in nature and the Nature Preschool environments.
6. Utilize teaching tools of observation with children and share this information with each teacher being covered for breaks or time they are away from their children.
7. Support the collection of information for children’s assessment and share with child’s teacher.
8. Effectively communicate with co-teachers about children’s development and skill building and any information pertaining to their curriculum or classroom.
9. Set professional goals each year and evaluate goals, professional growth, responsibilities and performance with administrators.
10. Participate in professional development each year with onsite training and community workshops, seminars and conferences.
11. Maintain positive communication with all program participants, volunteers and visitors.
12. Follow Environmental Nature Center and Nature Preschool philosophy and policies.
13. Assist with organizing and maintaining of classroom environment, equipment and supplies.
14. Ability to set up, take-down and maintain all activities and learning areas of the Nature Preschool campus environment.

15. Arrive when scheduled to prepare and assist teachers with any set-up needed for indoor and outdoor classrooms.
16. Follow health and safety standards and practices of required state regulatory agencies.
17. Responsible for notifying the Director of any safety hazards in all learning environments.
18. Accommodate schedule changes or covering staff in classrooms or office when needed.
19. Participation in Nature Preschool and ENC special events occasionally in the evenings and for mandatory special events (i.e. Family Literacy Night, Family Campouts, Fall Faire, Spring Faire, Taste of Twilight, Summer Soiree).
20. Additional duties as assigned.

Qualifications & Skills

1. Commitment to the mission, vision, and core values of the ENC.
2. Create and maintain strong cooperative relationships and work cohesively with other Nature Preschool staff, Nature Center staff, and volunteers.
3. Demonstrate flexibility with scheduling and classroom placement.
4. Knowledge of California Department of Social Services-Community Care Licensing Division, Title 22 regulations.
5. Ability or willingness to handle a variety of animals including amphibians, mammals, arthropods, and reptiles.
6. Ability to gather, memorize and recall facts, figures, and information.
7. Ability to move up to fifty pounds and set up equipment.
8. Ability to hike on trails, and traverse stairs and uneven terrain while carrying equipment.
9. Ability to make independent decisions and respond to immediate needs of children, emergency situations, and program needs.
10. Ability to work outside in a variety of weather conditions and temperatures.
11. Regular, reliable and punctual attendance is essential because of quality continuity.
12. Ability to interact positively and successfully with supervisors, staff, teachers, families, and children.
13. Fingerprinting will be required.
14. Communicate effectively in the English language, in both oral and written forms.
15. Understand and carry out oral and written instructions in an independent manner.
16. Understand and apply pertinent personnel policies, laws, rules, and regulations.

Education, Training, and Experience Requirements

1. Minimum of 12 core units of Early Childhood Education or Child Development courses.
2. Possession of or ability to acquire a Child Development Permit desired.
3. One year of experience working with children in a preschool setting desired.
4. Outdoor Classroom Workshop Seminar or Level 1 Specialist training desired.
5. Good interpersonal skills: the ability to interact and work effectively and cooperatively with children, families and co-workers.
6. Demonstrate an understanding, patient, receptive, and positive attitude toward children, their families and co-workers.
7. Current CPR and First Aid Certification.