



## Preschool Teacher Opening at Broadview Co-op Preschool

Broadview Co-op Preschool seeks a nurturing, motivated, creative and experienced teacher to join our cooperative preschool community to teach our Toddlers class.

***Classes begin September 2018***

The Toddlers class meets Thursdays from 9:00-11:00 AM

### **We are looking for someone who:**

- Has experience teaching preschool, experience in co-op preferred
- Early childhood education degree or equivalent experience in an early childhood setting, with co-op preschool experience preferred
- Is a compassionate, community-oriented teacher
- Is comfortable working with children and parents in a cooperative classroom setting
- Promotes positive social skills, emotional growth, and anti-bias curriculum in the classroom
- Is committed to promoting communication with families and fellow teachers

### **Broadview Co-op Offers:**

- Enthusiastic parent support
- A competitive salary that covers attendance at parent, board, and other school meetings
- A large, open, light classroom with a wonderful inventory of supplies and equipment
- Small class ratio (with working parents in classroom)
- Opportunities for professional development
- A great location in the Broadview neighborhood, just off Greenwood Ave. N.

- A great on-site playground, including a large motor skill area and planting beds

### **Position Specifics:**

The teacher works closely with children and their parents in the classroom. The teacher provides appropriate lessons and activities in an environment for children to grow emotionally, intellectually, socially, and physically.

The teacher provides parents with direction and serves as a model for working with young children. Broadview Co-op Preschool is affiliated with North Seattle College (NSC). NSC provides a Parent Education Instructor for the class and parenting information to co-op parents.

### **Duties include:**

- **Plan and implement a developmentally-appropriate curriculum** that includes a variety of first-hand experiences to enhance and encourage child development, all in a predictable but flexible schedule that allows for a balance of active and quiet play.
- **Share and communicate curriculum with parents** on a daily, weekly, and monthly basis via email, in person, and in newsletter/blog. Orient parents to the role of assistant teacher. Supervise parents in the daily operation of the classroom.
- **Collaborate with other Broadview Preschool Teacher(s)** to create a curriculum that enables children to build skills and experiences from year to year as they move through Broadview's 3- or 4-year program.
- **Collaborate with the Broadview All School Board (ASB)** to promote a healthy, highly-functioning, thriving community and co-op that enhances the lives of all participants.
- **Manage materials and resources for the children's activities** and make recommendations to the board for purchasing equipment and supplies for the school.
- **Work and consult with the North Seattle College (NSC) Parent Education Instructor** to operate a high-quality, child-centered program.
- **Serve as a team member**, along with the Instructor and child's parent, to develop individual goals for the child.
- **Lead beginning-of-year school visits** to orient each child and parent.

- **Attend monthly board and parent meetings** (which usually occur evenings)
- **Participate in school events** (usually 4-5 each year).
- **Attend to light administrative duties**, including writing teacher evaluations for children applying to other schools.
- **Develop a yearly professional development plan** to share with the Parent Education instructor and the All School Board. Attend workshops, classes, and/or observe in other programs to increase teaching skills.
- **Oversees compliance with the Health and Safety Guidelines** as indicated in the Risk Management Manual.
- **Submit to ADA requirements**, including being able to lift and carry 35-60 lbs.
- **CPR & First Aid Certified** or receive NSC Certification via the college's CPR/First Aid class.
- **Pass Washington State background check.**

**How to apply:**

To apply, please email the following to our ASB Chairperson at [sunny.jones@hotmail.com](mailto:sunny.jones@hotmail.com). **Position is open until filled.**

- Cover letter and resume
- Sample lesson plan for one week of preschool instruction for a Toddlers class
- Brief statement of teaching philosophy (no more than 1 page)
- The names and phone numbers of three professional references

Thank you for your interest in our school. We look forward to hearing from you!

Sincerely,

*Sunny Jones*

Broadview Co-op Preschool Chairperson

For more information about Broadview Co-op Preschool school, please visit us [online](#)  
*Broadview Co-op Preschool is an equal opportunity employer (EOE).*