



**Phinney Neighborhood Association**  
**Whittier Kids After School Teacher Job Announcement, 23.75 hours a week**  
**December 6, 2018**

### **Position Overview**

The Whittier Kids After School Teacher is a part time position, 23.75 hours/week, 1:15-6 pm, M-F. Additional hours may be assigned for early release days, and school breaks, and special events. Teachers are responsible for general classroom support and supervision of the children in the WK After School Program. This includes fostering individual strengths and allowing autonomy in the classroom. This position will have direct supervision and guidance of the Whittier Kids Program Supervisor. We are seeking an experienced, collaborative, energetic teacher whose experience and philosophy closely aligns with an emphasis on individualized, play based, inclusive programming and practices.

### **About the Phinney Neighborhood Association**

The mission of the [Phinney Neighborhood Association \(PNA\)](#) is to build, engage, and support our diverse community through programs, services, and activities that connect neighbors and foster civic engagement.

Headquartered in a former elementary school, the PNA has developed an active community center that not only serves as a focus of the Phinney/Greenwood neighborhood, but offers programs and activities that reach far beyond the immediate neighborhood, at five different sites in Phinney, Greenwood, and Ballard. Current programs include four preschool cooperatives, a licensed preschool and school age program at Whittier Elementary, a hot meal program, programs for seniors, including the Greenwood Senior Center, PNA Village, a computer lab, an art gallery, a tool lending library, a community education program, a business membership program, family memberships, room rentals, and countless special events that bring friends and neighbors together. We co-sponsor a summer farmers market and weekly contra dancing and folk music concerts. PNA serves over 25,000 people each year, has 85 staff, 1,700 volunteers, and an annual budget of \$3 million.

Whittier Kids provides a high quality licensed education and enrichment program at Whittier Elementary in Ballard. This program serves nearly 150 families with kids from preschool through fifth grade in four separate classrooms. We are dedicated to nurturing the social, emotional and educational growth and development of preschool and school-age children in a caring environment. Whittier Kids offers a community-conscious curriculum that fosters creativity, builds social skills, supports individuality, and instills a love of learning.

### **Essential Responsibilities**

- Planning and implementation of a variety of age-appropriate and theme-related curriculum to include music, art drama, crafts, games, dance, science/nature, and sports;
- Supervises and facilitates activities and areas to promote positive learning experiences for the children in a harmonious, safe, and caring environment;
- Maintains appropriate standards for the children's behavior using non-punitive methods that teaches self-discipline while supporting children's self-esteem, promotes mutual respect, and models problem-solving skills;
- Familiar with minimum DEL licensing requirements relating to classroom supervision, health, and safety;
- Consults with Assistant Director or Director when difficult or unfamiliar situations arise;
- Participates with other staff in daily room set-up and take down tasks;
- Assumes an equal share of the appearance, décor, and learning environment of the classrooms;
- Maintains a professional personal appearance as representative to the public for the enrichment program; and
- Builds strong community bonds through cooperation and collaboration with all Whittier Kids students, staff and families

## Qualifications

- Bachelor's degree with Early Childhood Education (ECE) credits are preferred
- Two years of experience and proven success working with school-age children
- Enthusiasm and interest in working with school-age children (ages 5-12)
- Proven ability to practice non-punitive discipline methods
- Experience with the process of documenting observations and performing developmentally appropriate child assessments
- Excellent decision making and critical thinking skills
- Team-orientation and appreciation for community-building mission of the PNA
- Must be 18 years or older
- Ability to pass national criminal background check
- Current certification or ability to obtain CPR, First Aid and HIV/Bloodborne Pathogens instruction trainings
- Documented negative TB test or ability to obtain within two weeks of employment
- Food Handler's Permit or ability to obtain within two weeks of employment
- Position requires walking, standing, bending over, crouching, occasionally lifting of up to 35 pounds, ability to climb stairs, and room set-up and take down

## Compensation

This is a 23.75 hour per week Monday through Friday position paying \$16.25/hour. Benefits include: health insurance; 401(k) plan with employer match; long-term disability insurance; a flexible spending account; self-paid Aflac products; a free PNA household membership with reduced costs for classes and room rentals; 4 weeks personal time off the first year, increasing annually; and paid holidays. We offer a convivial, positive, and flexible working environment. The PNA is an Equal Opportunity Employer working towards a culturally-diverse work place. Applicants representing the diversity of our community are encouraged to apply.

## To Apply

Please email a cover letter indicating your interest, how you meet the minimum qualifications, and a resume to [hr@phinneycenter.org](mailto:hr@phinneycenter.org). Position open until filled.

Questions can be directed to Kathy Valencik at [Kathyv@phinneycenter.org](mailto:Kathyv@phinneycenter.org)