



Job Description

SPANISH BILINGUAL LEAD TEACHER - SPROUTS CLASS

2021-22 School Year, *start date Oct. 1st*

JOB DESCRIPTION

As a Lead Teacher for the Seedling School at Wild Oak you will work in a team with the other Seedling School Lead Teachers and Assistant Teachers to engage, guide, and inspire children ages 3 through 6.

This position will take the lead for one of the two “Sprouts” classes, each hosting a multi-age grouping of 3 and 4 year olds. There is an additional class of “Saplings” in the Seedling School composed of older 4 yr olds and Kindergarteners, for which this role will have peripheral responsibility as member of Seedling School team and primary Spanish language lead.

Our model for the Seedling School requires a collaborative approach with a balanced set of teachers who can represent different areas of expertise, interests, and backgrounds.

Core Responsibilities

Fostering play and natural curiosity

- Adopting a sense of wonder, curiosity, and playfulness that is infectious to the children.
- Taking children out into nature for a “wonder walk” each morning as long as the weather is not dangerous.
- Assisting children with getting into and out of appropriate weather gear.
- Spending a large portion of the day supporting free play, especially outside.

Developing age-appropriate activities and inspiring delight in learning

- Helping to plan the curriculum in concert with partner Seedling Teacher at the beginning of the year and on teacher work-days.

- Creating lessons utilizing a wide range of materials and approaches to engage different learning styles.
- Incorporating into lessons and activities:
 - arts, crafts, movement, song, and dance
 - mindfulness and self-regulation exercises
 - Nature studies and use of natural materials
- Employing an emergency approach to lessons/ learning in the Montessori and/ or Reggio-Emilia style
 - Teachers must be able to adjust activities and lessons according to the cognitive, social, emotional and physical levels and proclivities of each child
 - Preparing the classroom environment and materials in advance to visually reflect the lessons for the week

Building a culture of trust and belonging

- Leading a morning circle focused on mindfulness, movement, expression, community responsibility, and song
- Helping Wild Oak to maintain a “home-like,” serene atmosphere and aesthetic in the classroom to promote focus and self-regulation.
- Fostering an atmosphere of independence by allowing and encouraging children to “do it themselves,” including setting and cleaning up, leading activities, and assisting their friends.
- Employ classroom and communication practices that align with Wild Oak’s ethos and guiding principles:
 - Practice “nonviolent communication” with students, families, and colleagues
 - Practice “positive discipline”
 - Foster “trauma-sensitive classrooms”

Develop meaningful goals and assessments with families for their children

- Work with student’s families at the beginning and end of each quarter to develop personalized goals, assess progress, and address needs.
 - Ensure respectful and open lines of communication with parents and caregivers. Be available to parents through written and in-person communication at set times and through clear channels.
 - Establish a documentation and system to track the children’s progress.
 - Schedule biannual conferences with families or as needed.
 - Give appropriate presentations to the families based on the child's portfolio and other records.

Classroom management

- Responsible for preparation and inspection of the classroom environment, materials and equipment
- Supervise and provide necessary instruction and training for any classroom volunteers.

- Attend staff meetings and trainings:
 - Participate in the annual training & curriculum-building weeks prior to the opening of each school year.
 - Attend Staff Meetings
 - Participate in monthly Staff Workday Workshops (Fridays), which will consist of curriculum planning, group student assessments, and professional development.

Infusing Spanish language and Hispanic culture into Seedling program

- Work with Seedling colleagues to expose all Seedling classes to Spanish
- Speak Spanish with primary class of Sprouts throughout day
- Lead outdoor Spanish language nature walks

Other duties

These additional responsibilities may come up from time to time. All staff assist with these duties.

- Assess prospective children and discuss Wild Oak with visiting families.
- Provide first aid as needed and complete appropriate forms for parents.
- Maintain First Aid and CPR certifications
- Be part of the team responsible for the Seedling School in the absence of the Directors.
- Attend and participate in faculty meetings and scheduled staff professional development. *Staff Meetings will likely happen weekly (Friday) at the beginning of the year and move to a lessened schedule as the year moves on.*
- Support fundraising efforts in ways that feel personally comfortable (for example, sharing your experiences as a teacher with prospective donors)
- Assist with classroom cleaning

Optional

There is an opportunity for teaching Spanish in our Afternoon Academy 1-3 afternoons per week. Please let us know if this is an additional role that you would be interested in.

ABOUT YOU

People describe you as positive, warm, and patient. You are passionate about children's development and are energized by their company. You love being outdoors and in nature. You understand the value of play and you know how to support play.

Wild Oak is a startup nonprofit organization. As such, we are bursting with potential and energy. Being a small startup also means that our teachers must feel comfortable working in a highly collaborative and team-oriented environment. You should be prepared to build curricula and activities together with individuals with different strengths and areas of expertise. You should feel comfortable with offering constructive feedback and welcome the same from others.

You believe in an educational approach that is attuned to the “whole child,” that there is immense value in different learning styles and intelligences, and are willing to individualize learning and classroom preparations. You are also willing to work openly in partnership with parents, outside service providers (when applicable), and other staff to support a student in reaching personalized goals.

Qualifications

- Required: Fluent in Spanish and English languages
- Required: AA degree; Preferred: BA or BS degree
- Required: 1+ years experience teaching children [Preferred: in the age group to which you are applying]
- Preferred: Demonstrated interest in, knowledge of and/ or experience with one or more of the following: nature/ wilderness education, play-based education, child-focused education (Montessori, Reggio Emilia, etc.)
- A Plus: NC Teaching License, NC Early Childhood Credential, and/ or NC Early Childhood Administrator Certification a plus but not required

ABOUT WILD OAK

Wild Oak Independent School is a nonprofit organization that will begin operating three interconnected programs in the Fall of 2021: the Seedling School, Wild Oak Lower and Middle School, and the Afternoon Academy. Visit our website at www.wildoakschool.org.

Wild Oak Schedule & Benefits

Schedule

- 37 contracted weeks September 27, 2021 - June 10, 2022 for 2021-22 (will be 42 weeks in subsequent years)
- School hours 8:15-2:00, with expected on-campus hours minimum of 7:45-2:15 daily (27.5 hours). 35-hour work week.

Paid Time Off

- 23 paid school holidays, including: Nov. 11, Nov. 22-26 (5 days), Dec. 20-31 (10 days), Jan. 18, Mar. 28-Apr. 1 (5 days), Apr. 4. (Sept. 6 will be an additional paid holiday in subsequent years)
- 7 additional paid days to use at will, 5 rolling over annually. (Other PTO, such as for bereavement, to be discussed further in process) (8 paid days off in subsequent years)

Tuition Benefits

Staff contracted for 20+ hours per week are eligible for 50% off of tuition for children, if applicable.

Health Insurance Stipend

Staff contracted for 30+ hours per week are eligible for an \$1,500 annual health insurance stipend.

Salary

The salary for the Seedling School Lead Teacher position is between \$24,388 and \$28,166 depending on years of equivalent experience, credentials, and education, for the 42 week school year. **This role has a later starting of September 27, therefore the salary is amended to a range between \$20,603 and \$24,812.**

How to Apply

Interested candidates should send a *Resume* and a *Cover Letter* to cecily@wildoaksschool.org.

Within your cover letter please address, at a minimum:

- what attract you to this role at Wild Oak
- why you suspect that you're a good fit
- Your knowledge of and/ or experience with the following:
 - Child-centered teaching practices (such as Montessori, Reggio Emilia)
 - Nature and/ or outdoor education
 - Project-based learning
 - Individualized goal planning and mastery-focused assessments
 - Working with and tailoring teaching to learners of different cognitive, social, and emotional abilities, and those with different learning styles.

If you have any special hobbies or skills that you would consider sharing with our community (guitar, knitting, or yoga for instance), please let us know about those as well.

Application Process

Wild Oak has a three-part application process.

1. Submission of Resume and Cover Letter
2. If selected to continue, candidates will be contacted for a 1-hour Zoom interview.
3. If selected to continue, top candidates will be asked to visit campus (in a social-distanced manner) and to demonstrate a 10-15-minute lesson plan.