



3s/4s Assistant Teacher

Minimum Qualifications:

- be at least 18 years of age
- be able to meet licensing requirements as a full ECE teacher (able to supervise 12 children, and other "staff," which includes parent volunteers)
- have earned a minimum of 12 semester ECE units as required by State Community Care Licensing, including Child Growth and Development, Child Family and Community, and curriculum classes

Preferred Qualification:

- Experience with families and preschool children, especially in a co-op setting

Responsibilities:

- Implement planned activities with the children each work day under the direct supervision of the 3s/4s Lead Teacher, to whom s/he is responsible.
- Assist work parents, provide enrichment activities, participate in group times and be available to spend one-on-one time with children as needed.
- Report directly to the 3s/4s Lead Teacher and fulfill other duties as requested by the teacher.
- Attend Other Parent Days, Potluck and Play events, school family events and staff meetings as requested.
- May attend other school events, such as the Board Retreat, if requested. Attendance at other events will be arranged on an event-by-event basis.

Working Conditions:

- The Assistant Teacher will work Monday, Wednesday, and Friday from 8:45-11:45 AM during the school year (early September to early June).
- Additional hours working as a substitute in other LAPP classes, teaching during summer school, or working with enrichment classes may be available.
- S/He may also be paid for attendance at one Other Parent Days (1.5 hours, on a Saturday) and one Potluck and Play event (usually in August, 2 hours) per year.
- S/He will also be paid for attending 10 staff meetings (2 hours each) throughout the year, and for family events such as Stories under the Stars, Spring Sing, Open House, etc. Six hours per year will be paid for attendance at other school events. Some events will be in the early evenings.

We are currently accepting applications for this position. Send cover letter and resume to:

Lisa Henry, Board President
Los Altos Parent Preschool
201 Covington Ave
Los Altos, CA 94024
president@lapp4kids.org

For more information about our program, please see our website www.lapp4kids.org.