

Rivendell School seeks an **Younger Kids Teacher Assistant (PreK-Kindergarten)** person to join our community. At Rivendell, we believe every child and every team member is unique. We take an individualized approach to education which focuses on the progress of each child rather than on the class average. We are a long-standing, independent, tuition funded elementary and preschool, in Fort Collins, Colorado.

Our diverse and inclusive environment is a big part of what makes the Rivendell experience so unique and enriching. At Rivendell School, we prioritize creating an inclusive environment where every individual feels valued and respected. We recognize the importance of embracing diversity and engaging with multiple perspectives. Our focus is on building cultural bridges and empowering our students to develop their heads, hearts, and hands. We believe in co-responsibility, where each member of our community plays a vital role in fostering a welcoming and supportive atmosphere for all.

Rivendell provides a comprehensive package of total value:

- Estimated base pay will vary depending on qualifications / Full-time / 9 months per year
- 401k plan and potential employer match
- 7 PTO days/hours
- Tuition remuneration (tuition and summer camp discounts)
- 20 plus paid holidays
- Medical, vision and dental insurance (effective in the 2nd month of employment)
- Additional compensation for extended care, enrichment camp, summer camp and stipend-based opportunities
- Short-Term and Long-Term Disability coverage
- Life Insurance AD&D
- Professional Development annual funding
- HRA and/or HSA employer contribution

About the role:

The Educational Support Instructional position is responsible for assisting the early childhood teacher with implementing instruction and/or reinforcing learning skills in one-on-one, small and/or large groups of children (Younger Kid's, PreK/Kindergarten). Additionally, the position will assist with assessing students, preparing classroom materials, completing paperwork, maintaining files, documenting student achievement and/or monitoring students. Finally, the position may provide supervision for children in a variety of settings.

What you will be doing:

- Assist the classroom early childhood teacher with implementing instructional plans.
- Both within the classroom environment as well as in one-off working sessions, serve as a resource to facilitate one-to-one or small group sessions with students.
- Leveraging Rivendell curriculum where appropriate, prepare and print materials for Teachers; completing paperwork and maintaining files as needed.
- Provide social and emotional support for children.
- Monitor students in classroom and during, recess, on field trips, in parking lot, etc.

What we are looking for:

- Ability to adapt school curriculum to meet the needs of all children (age and ability).
- Ability to effectively organize and manage subject specific teaching materials (examples - books, worksheets, manipulatives).
- Ability to facilitate a safe and secure environment for children; ensure children are supervised at all times.
- Ability to interact effectively with children of all ages; communicating in ways for which children understand.
- Required: One year of related experience.
- Preferred: Experience with content instruction with students in a classroom setting.
- Required: Completed continuing education coursework or credentials (post high school), relevant to topical area of instruction
- Preferred: Bachelor Degree (any discipline) and valid Colorado Teaching license

Salary Range: \$33,000-\$42,000

Please note this job description is not a comprehensive list of activities, duties, and responsibilities required of this position. For more information on Rivendell School, including how to apply, please visit <https://www.rivendell-school.org/about-us/employment/> or send email to employment@rivendell-school.org with any questions. Application window is anticipated to close on or around April 30th, 2023 (approximately).