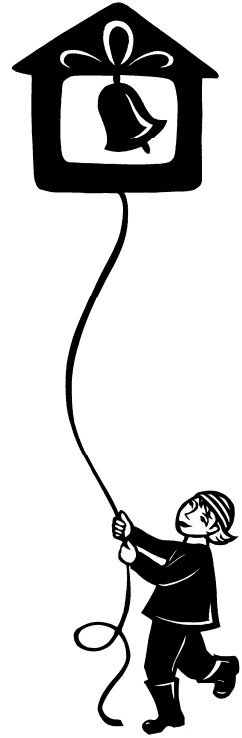


OLYMPIA WALDORF SCHOOL

Job Opening: Extended Care Assistant

Monday-Thursday, 2:00 p.m. – 5:00 p.m.



The Olympia Waldorf School, a well-established preschool through grade eight private school in its twenty-fifth year, is actively seeking after school staffing for our extended care program.

Program Description

The extended care program is designed to meet the needs of the students and families of OWS by providing care beyond the school day. This program provides a place where children come together, under the care of loving and responsible adults, to live life when school is not in session. The program supports the rhythms of the classroom and provides continuity with the Waldorf philosophy throughout the day. It provides children with healthy activities as needed and – time for being quiet or alone inside and out, one on one time with adults, time for play, homework or chores and time for snacks, stories and projects.

The Extended Care staff interfaces with the program through on the job training with the Extended Care Director and through the direct care of the children.

Extended Care staff will:

- Work under the direction of an experienced Waldorf teacher to study and apply Waldorf philosophy as a practice of child, family and community care.
- Supervise children to ensure their physical safety and emotional well-being;
- Interact with children in a loving, respectful way that encourages and supports healthy physical, social, and emotional development;
- Observe children's behavior; documenting concerns and taking appropriate steps;
- Serve as a positive role model by consciously behaving in a way worthy of imitation;
- Maintain appropriate environment that provides a comfortable setting for the children offering them the right space, materials and activities needed for healthy development;
- Follow a structured, yet flexible program appropriate to the needs of the children; including rest time, outside time, time for social play, and creative activities;
- Provide children with a healthy snack and appropriate group meal experience
- Keep the room and equipment clean. Sweep or vacuum daily. Keep toys in good and safe condition; repair toys, if possible, and wash fabric and toys as often as needed.
- Help to tidy, clean and secure the school buildings and grounds at night.
- Help with record keeping and billing
- Substitute for other extended care shifts including: morning care, star garden, study hall, evening care, and break care as needed.
- Maintain compliance with Washington State Department of Early Learning (DEL) requirements for childcare providers.

Compensation:

This is an hourly, part-time position beginning at \$9.79 per hour with increments available for prior experience and longevity at OWS. Extended care operates from 7:15-8:00 a.m. and 12:30 – 5:30 p.m. Monday-Friday when school is in session and 7:15 a.m. -5:30 p.m. during school breaks. Childcare for special evening and weekend events may also be provided as needed.

*Interested candidates should submit a completed DEL application for employment and letter of interest to: Candy Brailard, Extended Care Director (Cbrailard@OlympiaWaldorf.org)
Olympia Waldorf School · PO Box 130 · East Olympia WA 98540
Phone (360) 493-0906 · Fax (360) 493-0835 · Website: www.olympiawaldorf.org*