



Epiphany School, a private, non-sectarian, independent Pre-K-5 school, is currently seeking a **Pre-Kindergarten Assistant Teacher** for the 2019-20 school year. The assistant classroom teacher will work in collaboration with the lead teacher to create and manage the classroom learning environment to provide opportunities for students to develop to their fullest potential and achieve their learning objectives.

You will work in one of the premier elementary schools in Seattle on a beautiful campus in a quiet setting with a rich history for attracting excellent students. Epiphany School faculty and staff enjoy generous benefits; a collaborative, dynamic work environment; and a uniquely well-funded professional development system that allows every employee to direct their own lifelong learning and career growth.

If you are a passionate educator looking to work in a collaborative teaching environment, we want to meet you!

What you will enjoy about this role:

- Assist lead teacher on planning and teaching the curriculum
- Work with students as a class, small group, and individually
- Assist in classroom management
- Supervise the classroom when lead teacher is out of the room
- Prepare and restore classroom and supplies
- Support student assessment process
- Assist with coordination and monitoring of teaching activities, including field trips and on-site experiences
- Participate in professional learning opportunities at Epiphany School and in the greater community
- Participate in school admission, development, and community events
- Help classroom teachers and learning specialists assess individual students' needs
- Teach students directly as a co-teacher and during re-teaching/enrichment periods
- Perform lunch, recess, arrival and dismissal duties

What you must have:

- Epiphany School seeks candidates who have demonstrated a commitment to collaboration and lifelong learning, as well as an expertise in best practices in elementary education.
- Bachelor's degree, higher educational degree preferred.
- Experience teaching or working with children in PreK-5.
- Must have experience in the integration of technology in teaching practice.
- Excellent oral, written, interpersonal and conflict resolution skills; good presentation skills.
- Ability to remain calm and rational in a crisis situation.
- Flexible/adaptable; able to readily 'switch gears' and handle changing circumstances.
- Ability to work with detailed information with a high degree of accuracy.
- Must be a self-starter and have the ability to work independently and as a team member.
- Commitment to student and family confidentiality a must.
- Ability to manage a range of ongoing tasks and maintain professionalism in a creative and changing environment.
- Excellent oral, written, interpersonal and conflict resolution skills; good presentation skills.
- Willingness to explore new ideas in educational best practice through demonstrated growth mindset.
- Computer savvy in Windows environment, including MS Office. Familiarity with Outlook applications.
- Must be smart, warm, motivated, organized, and process-oriented.

Our excellent medical benefits include vision, dental, flexible spending account, long term disability and life coverages. We offer competitive wages, commensurate with education and experience. In addition, our teachers enjoy paid holidays, vacation, sick leave, and personal days, 403b plan with a matching contribution.

How to apply: Interested candidates should submit a cover letter, resume, educational philosophy and list of references to employment@epiphanyschool.org. Please reference the job title (Pre-Kindergarten Teacher) in the subject line. No phone calls please.

To learn more about us and view the full job description, visit www.epiphanyschool.org.