

# Opportunity for Employment

## Teaching Associate Full-Time School Year Position (First-year hourly rate of \$21.60)

### Our Mission

Bertschi School educates children to become compassionate, confident, and creative learners in a global community.

### Our Values

Our community values integrity, inclusiveness, respect, diversity, and a commitment to sustainability.

### Our Pedagogy

Bertschi School believes that students learn best when they are

- safe and known in an inclusive community that values diverse perspectives
- supported in developing social-emotional skills
- provided academic choice and challenge at their “just right level”
- engaged in meaningful work
- encouraged to problem solve through inquiry, trial, and error
- empowered to take risks and make change
- given opportunities to collaborate and dialogue with a diverse group of learners

### Our Diversity, Equity, and Inclusion Statement

Bertschi School values diversity and believes engaging our differences makes us better and stronger. We welcome and honor the unique contributions of people from all racial, ethnic, religious and socioeconomic backgrounds, gender identities, learning styles, physical abilities, and sexual orientations. Our commitment to equity drives us to be inclusive and diverse in all areas of our school.

### Our School

Bertschi School, founded in 1975, is a Washington State approved elementary school. We are a member of the National Association of Independent Schools (NAIS) and the Northwest Association of Independent Schools (NWAIS). The school serves children from pre-kindergarten through grade five. Bertschi School is an exciting environment for professionals who like to be part of a dynamic team and who thrive on the challenges and rewards of working with an active community. The staff enjoys a salary and benefit package in line with other independent private schools in the Northwest.

### Position Summary

Teaching Associates are expected to work at the direction of the classroom teachers in accordance with the job description below. The 1st - 5th grade teaching associates spend time working in the two classes that make up each grade level and report to both teachers. The pre-kindergarten - kindergarten teaching associates work directly with one kindergarten teacher/class.

## Classroom Responsibilities

- Implement instructional strategies and use clear and consistent classroom management in ways that support the classroom teachers and are in concert with the school philosophy
- Facilitate small group learning for literacy and math in classroom
- Communicate regularly with classroom teachers to plan and best meet student needs together
- Implement educational technology
- Assist with administrative tasks such as copying; set-up, prepping, and organization of the classroom; correcting student work; and general classroom maintenance
- Supervise the playground during recess
- Adhere to guidelines, procedures, and policies in the Employee Handbook

## Other Responsibilities

- Prepare and manage classroom materials like restocking paper, making occasional copies, ensuring paint and art materials are available for children to access
- Facilitate smooth transitions to and from the classroom and around campus
- Support resource teachers with classroom management by attending to individual children who may need specific support
- Facilitate a safe and engaging outside time and manage play to create opportunities for creativity, empathy, and thoughtfulness
- Partner with teachers to change classroom spaces so they are dynamic and exciting, reflective of the children's interests and ideas
- Help children with 1:1 support in social-emotional skills and pre-academic skills

## Desired Skills & Qualifications:

- A bachelor's degree
- A desire to explore and pursue a career in teaching
- Exposure to and interest in the Reggio Emilia philosophy of early education
- Experience teaching diverse student populations preferred

Bertschi School is an exciting environment for teachers who like to be part of a supportive team of dedicated professionals and who thrive on the challenges and rewards of teaching a diverse group of elementary-aged students.

Compensation will be commensurate with the candidate's background and experience and will be competitive with similar positions in Seattle area independent schools. Bertschi School offers excellent benefits including medical, dental, life insurance, retirement, sick/vacation days. For more information, visit our website at [www.bertschi.org/jobs](http://www.bertschi.org/jobs)

## Application Process:

No phone calls will be accepted. Interested candidates are invited to:

- complete the [Bertschi application form](#)

# Opportunity for Employment

- submit a cover letter and resume to [employment@bertschi.org](mailto:employment@bertschi.org)
- **Please submit materials in .PDF format.**

*Bertschi School is an equal opportunity employer seeking a more culturally diverse workplace. Bertschi School welcomes faculty and staff from various backgrounds of race, color, creed, national or ethnic origin, socio-economic status, gender, sexual orientation, or disability.*