

Young Naturalist Assistant Teacher · Hudson Highlands Nature Museum

Supervisor: Young Naturalist Director

This is a salaried, exempt, 10-month school year position, with the option of a 12-month contract that includes summer camp.

Our classes run 5 days a week, with class hours ranging from 8:45 am through 3:00 pm. There are 5 mornings and 2 afternoons (T/Th) available. The assistant teacher is expected to come a half hour before class begins in order to have sufficient prep time, and to stay a half hour afterward for clean-up and a review of the day with the other classroom teacher(s).

All employees are responsible for helping to forward the mission of the Hudson Highlands Nature Museum to create responsible caretakers of the environment. All employees are expected to work in good faith with each other to promote the success of the mission and the organization through programs, activities, exhibits and through care and respect for museum members, visitors, and program participants.

You:

- Enjoy working with preschool-age children (3, 4, and 5 years old)
- Have a positive attitude and look for solutions/ways to get involved
- Are comfortable in and dress appropriately for all kinds of weather - classes go outdoors all year round except in extreme cold or during storms

Responsibilities of Young Naturalist Assistant Teacher:

- Engage children and oversee children's activities indoors and out (discipline only in coordination with the Young Naturalist program's and lead teacher's format).
- Maintain friendly, positive relationship with children and families.
- Assist lead teacher in craft and classroom preparation.
- Maintain positive relationship and dialogue with lead teacher and other staff.
- During whole group activities, help children focus on teacher, project, or activity.
- Share cleaning duties in classroom before, during, and after class.
- Provide a culminating event at the end of the year (graduation for four year olds & moving up for three year olds).
- Maintain current CPR and First Aid certification.
- Substitute for other teachers when available.

Salary and Benefits:

- Annual Salary: Position carries a salary consistent with the staffing of a non-profit organization and commensurate with experience and skills.
- Benefits: Sick days based on 4/5 hours work in standard week. Holiday and snow day schedule will follow the schedule of the Cornwall School District.
- The Museum is an equal opportunity employer.