

# Coastal Waters Chartered Public School

## Assistant Handwork Teacher

### Job Description

**Classification:** Full-Time (salaried), exempt

**Hours:** 40 hours/week

**Compensation:** TBD, based on experience

**Reports to:** Pedagogical Director

The handwork assistant works with the handwork teacher to guide students to learn and develop skills in knitting, crocheting, embroidery and cross-stitch, hand sewing, and machine sewing. Additional skills such as felting, braiding, dollmaking, dyeing, and weaving may also be introduced. The teachers collaborate to lead students in grades 1-12 in the completion of projects that develop these skills, as described in the Waldorf handwork curriculum, and within the framework of the Waldorf educational philosophy. Additional responsibilities include weekly faculty meetings, section meetings, committee work, and other duties as assigned. Teachers are responsible for deepening their understanding of child development, and Waldorf pedagogy to support their teaching. Advice and support for curriculum delivery and lesson planning is provided through regular mentoring with the Pedagogical Director. We encourage strong relationships, inclusivity, input, and innovation within the teaching and student community.

#### Qualifications

The ideal candidate is an experienced teacher with 3-5 years of classroom experience. Bachelor's degree is required.

- Waldorf teaching and/or training; or equivalent combination of education and experience preferred. Waldorf training provided on-site and via professional development opportunities.
- An understanding and appreciation of child development.
- Excellent interpersonal and communication skills, verbal and written.
- Basic computer proficiency.
- Demonstrated teaching capacity, as well as a commitment to continued learning (e.g., Waldorf and general educational trends, Curative Education, DEI, etc.).
- Experience with, or willingness to engage with, consensus-based decision-making model with.
- Familiarity with, or an understanding of, Restorative Justice models of discipline.
- Ability to interact comfortably with all types of members of the community, including teachers, administrators, parents, and students.
- An interest in active engagement within our school and out in the greater community.

#### Curriculum Responsibilities:

- Support handwork teacher to plan and carry out the classroom program and activities.
- Oversee classroom management and supervision of up to 25 children.

- Be prepared to step in as the lead teacher to cover handwork teacher absences.
- Collaborate with student support staff to ensure that all students are learning at their highest potential.
- Help plan, and participate in, school festivals/performances if costumes/props/etc. are needed.

#### **Responsibilities to Parents/Guardians:**

- Teachers are expected to be available for parent-teacher conferences twice each year according to the school's schedule, at which time they strive to form a shared vision of the child with the parents, discuss all aspects of the child's progress in school, mutually share concerns, and discuss means of working with those concerns.
- Teachers are to actively employ good communication skills in working with parents. However, if difficulties arise, the teacher is to seek assistance from the Pedagogical Director for further support.

#### **Responsibilities to the School/Colleagues:**

- Teachers are to work together with their faculty colleagues – sharing observations, questions, insights – to support each other's professional and personal development.
- Teachers are expected to take active roles in the administration of the school by serving on committees as they are able.
- Teachers are responsible for the physical environment of classrooms – creating a place that is inspiring for learning by giving care to the beauty, simplicity, cleanliness, and order of the room – and for the shared building and grounds.
- Teachers are expected to attend weekly faculty meetings, section meetings, and in-service days as scheduled.
- Teachers are expected to be on campus from 30 minutes prior to the start of school until 30 minutes after the end of the school day, unless scheduled differently.