



Beginning School Morning or Afternoon Extended Day Staff

School Overview

Rowland Hall is an independent school in Salt Lake City serving 950 students in preschool through twelfth grade. Driven by our vision of inspiring students who make a difference, Rowland Hall sets the standard for teaching and learning excellence in a warm, inclusive environment where students form meaningful relationships that cultivate confidence and self-discovery. Transformational academic and co-curricular programs including experiential learning opportunities, self-expression through the arts, and a competitive athletic program ensure students are challenged both inside and outside the classroom. We foster curiosity, compassion, and joy throughout the learning process and graduate young adults who know how to think critically and live with purpose.

Located near the base of the stunning Wasatch Mountain Range and adjacent to the University of Utah, a world-class research university and medical center, Rowland Hall attracts a diverse community of families. The school focuses on recruiting and retaining high-quality employees by offering extensive professional development opportunities, salaries that are competitive with local districts and market rates, and a close-knit, supportive community.

The Beginning School serves students in preschool and Kindergarten. We build safe, joyful, and connected classroom communities. We teach young children how to think, not merely what to think. We teach the whole child, offering children opportunities to engage using their hands, bodies, hearts, and minds. Through our rich and integrated curriculum, we encourage children to see themselves as artists, engineers, mathematicians, scientists, and authors. Authentic assessment strategies allow teachers to understand and support each child's development and learning. Classroom schedules allow for longer periods of exploration and plenty of time learning and playing outdoors. In addition to the NAIS accreditation maintained by the whole school, the Beginning School is accredited by the National Association for the Education of Young Children (NAEYC).

Position Summary

Beginning School Extended Day teachers create and maintain a safe and engaging play environment for children ages 3-7 before and after school. They communicate directly with parents at drop-off and pick-up and collaborate with the Beginning School faculty and administration to best support children. This is a part-time, non exempt position that reports to the Beginning School Assistant Principal. Morning (Monday - Friday 7:15-8:45am) and afternoon (Monday - Friday 3:00pm-6:00pm) shifts are available.

Reports To: Beginning School Assistant Principal

Responsibilities:

Child Care Skills:

- Ensures a safe environment for all children, closely monitoring the group at all times
- Involves self positively with children through indoor and outdoor play, art, and conversation while still maintaining an awareness of the entire group
- Responds to the range of children's needs with acceptance and understanding and relates to children as individuals
- Assists children in conflict resolution and steps in to provide support when needed
- Facilitates smooth transitions for the children as they move from indoor to outdoor play, are checked out for the day, etc.

Communication Skills:

- Learn and use names of children, parents, caregivers, employees
- Uses a warm and welcoming disposition when communicating with community members
- Communicates to other staff important information and changes in activities, scheduling, problems, etc. Works well as a member of the team
- Informs Principals of in a clear and timely manner regarding any questions, concerns, or messages from parents, students, teachers, or other administrators
- Addresses difficult situations with calm, appropriate attention

Professionalism:

- Familiarizes self with school policies, students and other staff
- Consistently arrives on-time, dressed appropriately for work of caring for and engaging with young children

Additional Duties:

- Sets-up, manages, and cleans up materials used for both indoor and outdoor play and exploration.
- Handles emergency situations with calm, consistent, and professional behavior

Preferred Qualifications:

- Bachelor's degree (completed or in progress)
- Flexible, caring, enthusiastic disposition
- Good cheer, humor and warmth, balanced with professionalism and maturity
- Prior work or teaching experience with children ages three to seven.
- Ability to supervise large groups of children on a daily basis
- An openness to making mistakes and trying new things
- Excellent communication skills
- Ability to deal with emergencies

Benefits include: Free parking close to U of U, excellent opportunity to work with children.

To apply, please send a cover letter and resume to Beginning School Assistant Principal, Brittney Hansen, at brittneyhansen@rowlandhall.org. For more information about the school, please visit www.rowlandhall.org.

Equal Employment Opportunity *Rowland Hall is an equal opportunity employer, and as such, believes that each individual is entitled to equal opportunity without regard to sex, color, race, ancestry, religion, national origin, sexual orientation, gender identity, age, physical disability, marital status, veteran status, or any other characteristic protected under federal or state anti-discrimination laws. Rowland Hall's equal employment opportunity practices extend to recruitment, hiring, selection, compensation, benefits, transfer, promotion, training, discipline and all other terms, conditions, and privileges of employment.*