

Parent Coach Application

Pea Pod Playschool

JOB TITLE: Part-Time Parent Coach

QUALIFICATIONS: Experience with children ages 18 months to 3.5 years. Skilled knowledge of respectful parenting techniques required. Teaching or coaching experience and/or early childhood degree a plus. Skills such as musical instrument, yoga, foreign language, ASL, creative movement desired.

HOW TO APPLY: Fill out this application and send along with a resume via email: peapodpdx@gmail.com or mail: Tara Sawyer, 515 NE Royal Court, Portland, OR 97232

DEADLINE TO APPLY: June 1, 2021

WHO WE ARE:

Pea Pod Playschool is an intentional learning environment that combines the nitty-gritty challenges of daily parenting with active adult education. We support and enable parents to develop into the calm, clear, confident leaders their children need in order to feel safe and secure as they explore, learn, and grow.. Please visit <https://www.peapodpdx.org/> for more information.

WHO YOU ARE:

We are looking for a part-time Parent Coach to work in the classroom alongside other parents. We are looking for someone who is passionate about respectful parenting and modeling age appropriate social-emotional tools and conflict resolution to both children and adults within the framework of our playschool. We are looking for someone who:

- Can commit to the school year (August-July) and is available to fulfill weekly duties
- Has a strong understanding of normal childhood development and is knowledgeable and skilled in Respectful parenting philosophies and techniques
- Is comfortable and confident about modeling respectful parenting techniques with a wide variety of children
- Is a skilled communicator who can communicate effectively with both children and adults, both one on one and in a group setting
- Feels comfortable with managing conflict in healthy and productive ways
- Feels comfortable in a sometimes chaotic environment and is able to keep a level head
- Is passionate about children and their journey through toddlerhood

JOB SUMMARY:

Parent Coach will report to the Executive Director and support families in the classroom by playing a lead role in day-to-day activities and modeling healthy conflict resolution. The Pea Pod Playschool runs September 1- June 30th. August includes planning activities for the upcoming year, supervision and coordination of informal play dates at the Pea Pod playground, family orientation, and training. Position also includes activities to keep the playschool running safely and smoothly in the areas of health and safety, discovery/Arts, cleaning and sanitizing, parent education meetings, and environments maintenance.

Compensation: \$15-\$18/hour based on qualifications.

Part-Time Hours (10-20 hours/week):

- Tu/Th Classroom requires 9:15am-1:15pm plus 2 hour of additional discovery time prep per week.
- M/W/F Classroom requires 9:15am-1:45pm plus 2 hours of additional discovery time prep per week.
- Parent Education Meetings: 3 hours (1) Evening a month
- August planning, prep and trainings
- Backup shifts for the other parent coaches as needed.

Duties include:

- Work with and assist Executive Director as needed.
- Attend August planning days, playdates, orientation, and trainings.
- Is in charge of developing an overall calendar for Discovery Themes and activities
- Plan and prep weekly Discovery activities.
- Perform backup shifts for other parent coaches
- Provide babysitting service at Pea Pod during monthly Parent Education Meeting
- Assist with setup and cleanup of monthly Parent Education Meeting
- Arrives early for set up and remains after class to assist with cleaning and sanitization
- Model positive and age appropriate conflict resolution, healthy boundaries and empathy
- Works alongside parents during playschool hours
- Act as lead POD during classroom hours, keeps the group on schedule
- Lead circle time activities
- Assists with Health and Safety duties including fire drills, daily health checks, emergency equipment, immunization reporting

APPLICANT NAME: _____

Date of Birth: _____ Pronouns: _____

CONTACT INFORMATION

Home Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

In which classroom do you prefer to work:

_____ Tu/Th (18 months to 2.5 years)

_____ M/W/F (2.5-3.5 years)

Are you Infant/Toddler CPR & First Aid Certified? _____

Are you vaccinated for Covid-19? _____

Do you have any dependents living with you under the age of 16? _____

REFERENCE:

NAME: _____ PHONE: _____

REFERENCE:

NAME: _____ PHONE: _____

Please answer the following questions:

Tell us about you. Tell us your story.

Why do you want this position?

What would you bring to the experience? What are your strengths? Interests?

What would you find to be the most challenging part of this experience?