

Position Description

Position: Cultural Passport Teaching Assistant
Reports to: Emily Weiss, Education Coordinator
Event Date: Seasonal, Monday – Friday mornings
Classification: Program Volunteer - Education



Program Overview

Teaching assistants needed for kindergarten lessons on ecology. Includes indoor classroom exploration of worms, plants, roots, seeds, and bugs. May include outdoor exploration of grounds with observation and specimen collection (acorns, leaves, etc).

Time Commitments

Seasonal program based around the school calendar, March – June. The program occurs Monday – Friday from 9:00 am to 11:30 am (with an afternoon lesson on Mondays from 11:30 to 1:00 pm) for a total of 71 visits. Please confirm availability and share with the Talent & Volunteer Coordinator prior to signing up via live link.

Position Overview

- Assist with light set up such as arranging classroom and supplies
- Be on hand to help students and Education team with lessons
- Help clean up after program is finished

Itinerary

- 9:00 am arrival time, check-in at the Visitor Center
- 9:05 am meet the day's Education team
- 9:30 am students arrive
- 10:00 am lessons begin
- 10:45 am lessons wrap
- 11:00 am students board bus
- 11:15 am post with Education
- 11:30 am classroom cleanup

Uniform Requirements:

Ford House or black shirt and either khaki, black pants, or jeans are appropriate.

Qualifications, Skills and Requirements

- Must be 18 years of age or older and successfully complete a background check.
- Ability to work well with young children. No science knowledge required. Training for content provided by Ford House Education team.