



www.fhpdx.org

Temporary Summer Camp Teacher

About Friendly House

Friendly House, a non-profit neighborhood center and social service organization, promotes the interdependence of people from all walks of life to meet educational, recreational and human service needs in the Portland Metropolitan area. Friendly House creates opportunities for people of all income and age groups to increase social capital, which we define as the bonds that encourage mutually beneficial support. We operate two major programs in Northwest Portland: Community Services and our Children's Programs. Founded in 1930, the organization has remained true to its settlement house roots, giving special attention to the needs of people facing extraordinary challenges, including children, low-income families, older adults and LGBT older adults, to assure their inclusion in the fabric of society. We encourage applicants to visit our website (www.fhpdx.org) to learn more.

Job Overview

Desirable candidates for Friendly House's Temporary Summer Camp Teacher position bring enthusiasm for helping children to learn, play, and develop to their fullest potential within a summer day camp setting. In Summer Camp, each Teacher is responsible for the management of groups of up to 15 campers or groups of up to 30 with another teacher. A typical work schedule during Summer Camp is 4-8 hours between 7am-6pm. Most weeks will be 40 hours. This position will plan and implement developmentally appropriate activities for assigned weeks and lead activities planned by their co-workers other weeks. This position works with a team of teaching staff and ensures the enrichment, social development, health, and safety of children in the Summer Camp Program.

Staff members who are interested in staying on with Friendly House for the school year will be given additional consideration during open hiring in August. Regular, full time Afterschool employees are entitled to full medical/dental benefits, sick/vacation leave, and 403 b retirement savings with up to 4% employer match.

Updated: 10/26/2021 KR

Position Type

Temporary full-time, non-exempt. 40 hours per week on scheduled weeks. \$20 per hour. Each Summer Camp Teacher may have one 20-hour week scheduled during the summer.

Job Conditions

This job is performed in classrooms at Friendly House, Chapman Elementary campus, Wallace Park and the 2-block walking route between Friendly House and the park. The program also travels to other locations for field trips on foot and by bus. One of our buildings is not ADA-compliant.

Benefits

A Friendly House fitness membership and discounts on some activities are also provided.

Notice of Non-Discrimination

Friendly House values equity, diversity, and inclusion. People with lived experience in communities of color and other marginalized groups are encouraged to apply. It is the policy of Friendly House to treat all people with dignity and respect. The agency prohibits discrimination based upon race, sex, religion, color, gender identity, age, national origin, marital or familial status, pregnancy, sexual orientation, citizenship status, military service, veteran status, housing status, source of income, political affiliation, union affiliation, physical or mental disability or other protected status in accordance with applicable law. In addition, we shall not discriminate against minority-owned, women-owned or emerging small business.

Responsibilities and Duties

Child Interactions

- Provide a safe, fun, healthy environment for children in the Summer Camp Program.
- Maintain responsibility for groups of up to 15 children; share responsibility for groups of up to 30 children.

- Model appropriate, cooperative behavior for children.
- Develop and maintain classroom systems that promote positive behavior and accountability.
- With the teaching team, implement fun and engaging Summer Camp curriculum related to the weekly camp theme that may include art, literacy, music, science, physical activity, play, and social skill-building. Lead a minimum of two large group activities every week.
- Always maintain appropriate staff-to-student ratios.

Planning, preparation, and meetings

- Attend Summer Camp staff curriculum meeting prior to the start of Summer Camp.
- Assure that classroom and storage areas are kept clean and organized.
- Meet Childcare Division (15 hours per year) and Friendly House training requirements.
- Communicate regularly and positively with children, parents, and co-workers.
- Follow Friendly House Risk Management Plan.
- Keep track of essential paperwork.
- Prepare the classrooms each day, including lifting and moving chairs and tables as needed.
- Maintain accurate attendance rosters.
- Help Friendly House fulfill its community-building mission through interactions with students, families, staff, and the community.

Qualifications

- At least 20 semester hours (or 30 quarter hours) of training at a college or university in elementary education, child development, physical education,

recreation, special education, or early childhood education (K-3), **OR**

- At least one year of successful, full-time work experience in a certified day-care center or comparable group child-care program in the care of school-age children. At least one year of successful, full-time work experience in a certified childcare center working directly with school-age children. Applicants with a degree in Early Childhood Education (ECE), Elementary Education (ELED), a related field or those in the process of obtaining an ECE, ELED or related degree will receive first consideration.
- Must pass Child Care Division Central Background Registry.
- Must be 18 years of age or older.
- Must obtain a Food Handlers Card, and First Aid/CPR Certifications within 60-days of employment.
- Must take a **Recognizing and Reporting Child Abuse and Neglect** class within 60-days of employment.
- Physical requirements include the ability to:
 - routinely lift 50 pounds;
 - bend, stoop, twist and sit on the floor with children; and
 - run after children.

Requirements

Knowledge of:

- general principles and best practices of elementary education.
- anti-bias curriculum and developmentally appropriate curricula for school-age students.
- basic principles of diversity, equity, and inclusion within a summer day camp setting
- social-emotional support curriculum (PBIS or similar).
- office of Childcare rules for school-age programs.
- Friendly House's mission, vision, and values.

Skills:

- excellent oral and written communication skills with adults and school-age children.
- talents or areas of expertise that can be shared through individual, small group, and large group activities.
- good organizational skills.

Ability to:

- supervise children in an appropriate, positive manner.
- actively participate in activities with school-age students.
- incorporate Friendly House mission, vision, and values into your work life.
- work cooperatively with all Friendly House staff members, understanding that all programs support the fulfillment of the mission.
- work independently with little supervision.
- maintain confidentiality.
- be culturally responsive.

Send resume to:

Email (PDF preferred):

hr@fhpx.org

Mail:

Hiring Manager
Friendly House, Inc.
2617 NW Savier St.
Portland, OR, 97210

Reports To: Director of Children's Programs

Posting URL: <https://www.fhpx.org/jobs/>

Travel Required: None

Date Posted:

Posting Expires: