



## **TODDLER CLASSROOM ASSISTANT (BURIEN) VOLUNTEER POSITION DESCRIPTION**

### **BACKGROUND AND PROGRAM SCOPE**

Neighborhood House helps diverse communities of people with limited resources attain their goals for self-sufficiency, financial independence health and community building. At Neighborhood House, we have a deep commitment to valuing our employees', volunteers', and clients' diverse experiences and backgrounds, which guide our work for a more equitable future.

Neighborhood House is committed to providing quality early childhood education services to toddler/preschool children at several locations throughout King County.

### **RESPONSIBILITIES**

- Assist in creating a safe learning environment reflecting the diverse backgrounds of the participating families
- Provide general assistance to teachers by working with small groups or individual children needing extra help
- Assist the teachers in ensuring classroom preparation and cleanliness
- Participate in assisting in the preparation and implementation of activities and supervision
- Other duties as assigned

### **QUALIFICATIONS**

- Desire and ability to work with and engage with children ages 1-3.
- Willingness to commit to students and Teachers. This involves consistency in showing up for scheduled classroom sessions.
- Team player who is resourceful, proactive, and comfortable working with diverse populations.
- Good listening and oral/written communication skills and a non-judgmental, positive, problem-solving attitude.
- Must provide proof of a negative TB screening dated within the past calendar year.

### **TIMEFRAME**

Monday – Friday

- 9a – 12p
- 2p – 3:30p

Volunteers must be able to commit to a consistent, weekly shift within the timeframes listed above.

### **LOCATION**

St. Elizabeth's Episcopal Church  
1005 SW 152<sup>nd</sup> St  
Burien, WA 98166

### **APPLYING**

Anyone interested in volunteering for this position should complete our [Volunteer Inquiry Form](#) so that we can learn more about you.

For questions about this, or any other Neighborhood House volunteer positions, contact Janelle Losse, Volunteer Services Manager, at (206) 461-8430 ext. 2006 or [janellel@nhwa.org](mailto:janellel@nhwa.org).