TODDLER CLASSROOM ASSISTANT (NEW HOLLY)  
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
New Holly Early Childhood Center
7054 32nd Ave S
Suite 107
Seattle, WA 98118

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.