

# TEACHER - Traveling Tree House Job Description

United Way of Douglas & Pope Counties

**Job Title:** Traveling Tree House Teacher  
**Reports To:** United Way Executive Director  
**Supervises:** Traveling Tree House Mobile Learning Program  
**Revised Date:** April 2019

The Traveling Tree House is a mobile learning center that travels throughout Douglas County to bring summer learning to children for 10 weeks. Teachers will provide instruction to children ages 3-11 in an outdoor learning environment throughout the summer (June 10-August 15, 2019). This position is part-time Monday through Thursday requiring between 25 and 30 hours every other week (flexible rotation).

**Qualifications:** BA or BS in Education or related field of study. 1-3 years' experience in working with preschool/grade school children is preferred. Valid driver's license and a clean driving record are required.

**Primary Objective of the Position:** Assist with a mobile learning center in developing programs/activities to maintain and strengthen children's learning during the summer months. Bring the mobile learning center to 11 various sites throughout Douglas County throughout the ten week programming period. Engage and interact with children to create a safe learning environment.

## **Required:**

Enthusiasm for teaching and learning

Ability to meet physical requirements including but not limited to: standing, walking, stooping, kneeling etc. for extended periods of time to lead activities with children.

Ability to be flexible to changing environmental conditions – rain, sun/heat

Ability to lift 25-30lbs

## **Job Duties:**

1. Plan and present programming. AMAZE curriculum is available as a resource.
2. Drive mobile learning center to 11 scheduled sites throughout the week
3. Develop and implement appropriate lesson plans with direction and guidance from United Way.
4. Create and maintain a positive environment allowing for each child's individual needs.
5. Work directly with children in the context of the program plan.
6. Lead and facilitate a learning program that will result in eager participation from youth.
7. Observe children's behavior and development. Plan modifications to meet children's needs.
8. Collaborate to ensure efficient and effective site operations.
9. Understand and implement appropriate documentation processes.
10. Aid in the maintenance of a safe, healthy learning environment in the mobile learning center.
11. Develop family and community partnerships.
12. Be familiar with community resources and collaborate with other organizations when possible.
13. Implement ongoing outreach and recruitment to ensure full involvement of children.
14. Distribute snack to attending children
15. All other duties as assigned by supervisor.

To apply, please send resume and cover letter to Maria Haug at [mhaug@uwdp.org](mailto:mhaug@uwdp.org) with **TTH Teacher** in the subject line.

Materials received by 4:00 pm on March 22nd, 2019 will be guaranteed consideration.