

# TEACHER - Traveling Tree House Job Description

United Way of Douglas & Pope Counties



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& Pope Counties

**Job Title:** Traveling Tree House Teacher – Summer 2023  
**Reports To:** United Way Executive Director/United Way Program Coordinator  
**Supervises:** Traveling Tree House Mobile Learning Program  
**Revised Date:** February 2023

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 12-August 17, 2023). This position is a part time temporary position Monday through Thursday not to exceed 28 hours every other week (flexible rotation).

**Qualifications:** Licensed Teacher with a BA or BS degree with early childhood as major 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 various sites throughout Douglas County throughout the ten week programming period (final site and number of locations to be determined). 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 engaging programming.
2. Drive mobile learning center to scheduled sites throughout the week (tbd)
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. Follow and enforce COVID-19 precautions and safety measures that are in place at the time (social distancing, masks, individual supplies, etc.)
15. All other duties as assigned by supervisor.

**To apply, please send resume and cover letter to [uwdp.programs@gmail.com](mailto:uwdp.programs@gmail.com) with "TTH Teacher" in the subject line.**

**Materials received by 4:00 pm on April 14, 2023 will be guaranteed consideration.**