



WALLA WALLA YMCA JOB DESCRIPTION

Job Title: Lead Preschool Teacher (Outdoor Nature-Based) **Wage:** \$20.00-\$22.00 hour DOE & DOQ
Reports to: Child Development Director **Status:** Full Time / Non-Exempt
Benefits: Health Care, Paid Time Off, Retirement, YMCA Membership, Other **Revised:** April 2025

POSITION SUMMARY:

This position requires an individual with an affinity for the outdoors, teaching children about nature, being creative in nature-based curriculum development and ideally having experience with preschool-age children. Under the direction of the Child Development Director, the Outdoor Nature-Based (ONB) Preschool Lead Teacher provides direct care and supervision for children ages 3-5 years old. This position is responsible for implementing daily pre-planned schedules, outdoor curriculum and activities in accordance with state standards and STEM/SEL learning that fosters each child's cognitive, mental, social and physical development centered around engagement with nature. The position provides leadership and guidance to ONB staff within the ONB Preschool.

ESSENTIAL FUNCTIONS:

Program Design, Implementation and Measurement

1. With the Child Development Director; develops the ONB curriculum, ensuring a high-quality program and establishes new outdoor nature-based program activities and success measurements
2. Ensures program compliance with WACs and other ONB program standards and requirements
3. With the Child Development Director; reviews program and facility compliance with state licensor
4. Coordinates family tours, open houses, parent-teacher conference, child assessments (ASQ or other)

Staff Coordination

1. Develops and maintains relationships with staff, children, families and other organizations and agencies related to meeting curriculum and program goals.
2. Supervises and communicates daily with teacher aides.
3. Ensures that staff communicate daily with parents at check in and check out, using daily logs as needed.

General Duties

1. Helps lead group activities that follow the ONB and STEM curriculum; ensures that full day program participants are outdoors for at least 4 hours throughout the day
2. Assists children with daily needs (bathroom, lunch, activities, behavior etc.).
3. Supervises and attends any approved field trips ensuring proper supervision of children and attendance.
4. Performs other duties as assigned such as driving and operating Y vehicles. Drivers are responsible for safely transporting children and staff to and from field trips.
5. Maintains positive relations with parents and other staff. Models relationship-building skills in all interactions.
6. Provides leadership and guidance for all staff.
7. Assists in decision-making relating to children's best interests in YMCA ONB preschool environment.
8. Applies ability to adapt to changing needs and circumstances, including strong problem solving and conflict resolution skills.
9. Monitors and ensures appropriate staff and child behavior.
10. Adheres to program standards including safety and cleanliness standards.
11. Attends staff meetings and trainings.
12. Follows YMCA policies and procedures, including those related to medical and disciplinary situations, child abuse prevention and emergencies.

13. Assists with all other duties that may be assigned to meet the needs of the program.
14. Ensures that YMCA program standards are met, and safety procedures followed.
15. Performs other duties as assigned including staff scheduling and rosters, weekly family communication such as lesson plans and weekly newsletters.

QUALIFICATIONS:

- Must be 21 years of age or older.
- Must have a High School Diploma or GED.
- Must have 10 hours or 1 Credit of Nature-Based education/training **AND** possess or currently obtaining the Initial ECE Certificate & Short ECE Certificate by August 1, 2026 per WAC requirement 110-302-0100.
- Must successfully pass background clearance & fingerprinting per State Licensing standards.
- Have TB Test and MMR Immunization as required under Washington Law.
- Within 30 days of hire complete: DCYF & YMCA online trainings, CPR/First Aid/ AED Certification.
- Must implement designated curriculum and demonstrate leadership for a successful program.
- Previous experience working with and leading children in a full day setting required.
- Experience within a preschool classroom and knowledge of outdoor activities preferred.
- Ability to lead, plan, organize and implement program activities.
- Ability to work independently and as a team to accomplish tasks.
- Effectively and professionally communicates with children, staff, parents and community.
- Effectively relates to diverse groups of people from of all social and economic segments.
- Have a valid driver's license and good driving record to operate the YMCA bus while transporting children in program.

PHYSICAL DEMANDS:

- Ability to appropriately manage behavioral risk situations specific to children in program.
- Must have the physical ability to lead and participate in activities that include but are not limited to standing, walking long distances, physical games and lifting/moving up to 50 lbs.
- Will require bending, reaching and constant movement for supervision and program activities.
- Ability to withstand long periods of time in outdoor elements (4 hours daily) year-round. This includes hot temperature in the summer as well as cold temperature/snowy winter weather.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions outlined in this job description. We understand and mutually accept the above description of the job to be performed.

This position description does not include every duty required of the employee, but serves as a general listing of expectations. This description does not constitute a contract for employment and may be changed at any time at the discretion of the employer.

The YMCA is an Equal Opportunity Employer committed to strengthening communities to effect lasting, meaningful change. The execution of our mission requires substantial engagement of our entire community and is only attainable when diversity and inclusion are core to our planning, programming, staffing, messaging, organizational structure and partnerships.

We are committed to recruiting, developing and retaining diverse talent from the entry level to the Executive level. We also understand the need to have systems in place and ongoing cultural competence training to ensure that all people feel a sense of belonging and safety in order to excel in their contribution. We aim to address the services we provide and the suppliers and community partnerships we seek and support through a diversity and inclusion lens. We will know that it is working when the most marginalized groups are thriving as an integral part of the organization.