



Forest School Assistant Guide

Employment Type: Part-Time or Full-time, Hourly; Year-round OR school year only (September-May)

Regular hours: 20-40 hours per week

Regularly scheduled hours will be between 7:15am-5:45pm, Monday through Friday; this position may require occasional night and/or weekend hours (~1x/month) for special events

Position Start Date: Flexible - Candidate must be available by September 1, 2024 but may begin sooner

Location: Roots and Wings Forest School, 35320 550th Ave, New York Mills MN 56567

Overview

Roots and Wings Forest School is a secular, nature-based private school in New York Mills, MN serving children ages 3-12 through year round educational programming in the great outdoors. As a registered 501(c)3 non-profit organization, our mission is to awaken and cultivate a deeper connection to nature and self, and to ignite a lifelong love of learning, by guiding children through place-based, child-centered education and experiences in the great outdoors.

Our organization started just two years ago, and has grown rapidly. We expect to continue to grow and offer additional programs and community events in the coming years. This is an exciting opportunity for a forward-thinking individual to join a new and growing non-profit with a vision to provide nature connection education and opportunities for all.

To learn more about our programs, please visit our website www.rwfsmn.org and review our Facebook page www.facebook.com/rwfsmn

Job Description:

The Forest School Assistant Guide will work within our Wildlings classroom as a second staff member with children ages 3-6 years old. Flexibility to work with students up to age 12 as needed.

Position duties include:

- Assisting Lead Guide with activity implementation based on children's and seasonal interests, while referring to nature-based curriculums, personal ideas, and state standards including the Minnesota Early Childhood Indicators of Progress.
- Building relationships with families and children through daily interactions and professional yet friendly communication.
- Monitoring student progress, encouraging growth, recording observations, and assisting with student assessments.
- Instilling a daily rhythm for learners.



- Providing positive guidance to children in navigating social interactions with others.
- Overseeing classroom activities along with the Lead Guide.
- Daily set-up, break-down, and cleaning of indoor and outdoor classroom spaces is split between staff.

Qualifications

This position requires a blend of qualifications including knowledge of early childhood education as well as nature-based learning. Candidates should possess curiosity, if not deep understanding, of our local ecosystem with a commitment to helping our learners develop place-based natural knowledge through inquiry and play. A positive, child-centered approach to classroom management aligns with our organization's values.

Our ideal candidate will:

- Be passionate about educating children in nature.
- Embrace alternative education models.
- Assist in creating a balance of emergent curriculum, intentional activities, and unstructured nature play through planning and instruction.
- Honor our learners as individuals capable of risk-taking, problem-solving, creativity, teamwork, inquiry, and self-awareness.
- Be self-motivated and self-directed with the flexibility to work independently and collaboratively as part of a team.
- Have excellent interpersonal skills, organizational, and time management skills.
- Feel comfortable and confident about meeting the needs of children outdoors in all seasons - physically able to hike, carry gear, and carry a small child if needed (50 lbs).
- Meet qualifications for DHS Child Care Center Assistant Teacher in the state of MN (required) - <https://www.revisor.mn.gov/rules/9503.0033/>

Preferred Experience and Education:

- Have experience working with young children in a school, child care, or camp setting.
- Possess or in pursuit of an associate's degree (or higher) in early childhood education or related field.
- Knowledge of and passion for place-based learning including local ecosystems, flora, and fauna.
- Experience/knowledge in the areas of positive behavior management, emergent curriculum, outdoor learning, play-based learning, process art, coyote mentoring.
- Meet qualifications for DHS Child Care Center Teacher in the state of MN (preferred)- <https://www.revisor.mn.gov/rules/9503.0032/>
- Maintain current First Aid/CPR certification
- Must pass background check before start of employment



Salary

\$12-\$16/hour depending on experience

Benefits

- 7 Paid Holidays
- 10 Days PTO (after 90 days employment, based on average of weekly hours)
- Sick and Safe Time
- 401k with 3% Employer Match
- \$200 Yearly Outdoor Gear Reimbursement (available after 90 days employment)

How to Apply

This job description offers guidelines for this position, not hard and fast rules. If you meet 75% of the qualifications listed, we encourage you to apply! A love of nature and passion for working with youth are our highest priorities. Please send your resume, cover letter describing your interest in the position, and two references to our Executive Director, Leona Cichy, at leona@rwfsmn.org. If hired, you will complete a background check and fingerprinting before the start of employment.

Roots and Wings Forest School does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, students and provision of services. We are committed to providing an inclusive and welcoming environment for all students, staff, volunteers, subcontractors, and vendors.

Position will remain open until we find the right fit.