

NANTUCKET PUBLIC SCHOOLS
NANTUCKET, MA 02554

M E M O R A N D U M

TO: All Staff
FROM: Superintendent's Office
RE: Anticipated Vacancy
DATE: August 17, 2023

POSITION	AVAILABLE DATE
Spanish and English Bilingual Teacher	September 6, 2023
Nantucket Community School	

DESCRIPTION:

To assist in providing a safe, reliable, and nurturing playgroup and after-school childcare environment for children ages birth to age six. This position will encourage developmentally appropriate activities for the whole child, including, but not limited to play groups, field trips, arts & crafts, outdoor activities, and literacy enrichment. Additionally, this position will assist with outreach responsibilities such as assisting parents with class sign ups, paperwork, and any other needed communication.

- Supervise children and implement activities.
- Translate and interpret for families as needed.
- Ensure appropriate student/caregiver ratios are maintained and are based on best practices and the overall safety needs of the currently enrolled children.
- Maintain and strengthen trusted relationships with parents and guardians of enrolled children.
- Maintain child/family confidentiality by limiting communication about issues of concern to NCS administration.
- Develop and strengthen relationships with community members participating in NCS programs.
- Act as a friendly ambassador for Nantucket Community School and Nantucket Public Schools District.
- Perform such other tasks as determined by the Children's Enrichment Coordinator and/or the Early Childhood Coordinator.
- CPR & First Aid certification (will be provided upon hire if needed).
- Spanish and English language skills required.

The position requires prior experience working with children.

TERMS OF EMPLOYMENT:

This is a year-round, full time, benefit eligible position up to 40 hours per week. Hours for this position are 9:30 a.m. to 5:30 p.m., Monday through Friday. Hourly rate is commensurate with experience and ranges from \$27 to \$30 per hour.

APPLICATION:

Interested candidates should apply in writing to the Director of the Nantucket Community School, Alicia Graziadei. Full job description available upon request. Applications can be found at www.nantucketcommunityschool.org
Please email a completed application packet to graziadeia@npsk.org