



HOLISTIC LIFE FOUNDATION

1014 W 36th St, Suite 403 Baltimore, MD 21211

410-235-4300

info@hlfinc.org

Job Title: HOLISTIC ME PROGRAM ACADEMIC TEACHER

TITLE: Holistic Me After-School Academic Teacher

REPORTS TO: Director of Programs

BASED AT: Edgewood Elementary School

TIME: School Year: Monday - Thursday 2:25pm to 4:05pm

SALARY: \$35 per hour

JOB FOCUS: Work in an after-school program that aligns in-school and out-of-school learning, provides academic support and enrichment opportunities, and enhances social and emotional wellness.

Work as an academic teacher in the Holistic Me after-school program at Edgewood Elementary School, aligning with the school's mission to provide holistic education and support for students.

BACKGROUND: HLF provided 19 years of Holistic Me programming in Baltimore City. For the past few years, Franklin Square Elementary Middle School has hosted the program, which meets Monday to Thursday from 2:00 to 6:00 pm. The program served approximately 140 Pre-K through 5th grade students.

Our program provides children with the opportunity to build their cognitive and social skills in a caring, supportive, and safe environment. Our curriculum is threaded with experiences that encourage children to develop their inner lives through yoga, mindfulness, self-care, and appreciate the values of learning, community, and stewardship of the environment. Programming includes math intervention and snack, yoga and mindfulness training, and utilizes a curriculum that includes enrichment activities (i.e., environmental

education/advocacy, art, music, civic engagement, writing, etc.) and sports fundamental training/fitness activities.

SCOPE OF ACTIVITIES: The staff of the Holistic Me After-School Program, which consists of Group Leaders, a Site Coordinator, and Academic Coordinator is responsible for the smooth delivery of programming, as well as positive and productive engagement with student guardians, school staff and administration, and organizational staff. Academic Coordinators will maintain the integrity of Holistic Life Foundation mission and goals always demonstrating HLF culture and values. As employees of Holistic Life Foundation, Inc., staff members are expected to represent themselves with values that are congruent with HLF values, including health and wellness, emotional self-regulation, love, and creativity. After-School Academic Teachers must be child-oriented; as role models for children in the Holistic Me program, they must utilize a high standard of conduct and positive attitude in the performance of their job responsibilities and engagement with the wider community.

PRIMARY FUNCTION: Primary Function: In the capacity of Academic Teacher at Holistic Me, the primary function is to facilitate student learning, support academic growth, and align with the school's holistic education goals. Academic Teachers play a central role in planning, implementing, and continuously improving the educational program. Key responsibilities encompass classroom management, curriculum development, assessment, and communication with students, parents, and colleagues.

PROGAM OBJECTIVES: Create a safe environment that introduces and supports the students' daily yoga and mindfulness practice and fosters their academic success. To that end, our goal is to create the learning environment and conditions that enable the participants to demonstrate a consistent increase in their knowledge and application of yoga and mindfulness over the course of the school year.

This will be proven through:

1. enhanced involvement in the practice at the daily program
2. demonstrated awareness through periodic testing.

3. increased use of relaxation techniques during stressful moments
4. willingness to facilitate yoga for classmates.

While yoga and mindfulness training is the core of the Holistic Me Program, we also offer math intervention enrichment activities.

ESSENTIAL DUTIES & RESPONSIBILITIES

Holistic Me Academic Teachers responsibilities include, but are not limited, to:

Program Implementation

- Promote the values and mission of HLF in all communications and interactions with children, parents, co-workers and school personnel.
- Implement and deliver relevant after school programming for youth, Prek to 5th grade in accordance with program objectives.
- Provide individualized and group attention for youth participants in areas of math intervention, enrichment activities, yoga and mindfulness practice, and physical fitness.
- Report any and all concerns regarding children, staff, parents or facility immediately to the Program Coordinators.

Instruction and Curriculum

- Design and deliver engaging and effective lessons that align with curriculum standards. Differentiate instruction to meet the diverse needs of students.
- Create a positive and inclusive classroom environment.
- Incorporate mindfulness practices into teaching practices.

Assessment and Data Analysis

- Assess student performance regularly using various assessment tools.
- Analyze student data to inform instructional decisions.
- Provide timely feedback to students and parents on academic progress.
- Collaborate with colleagues to analyze program data and improve teaching practices.

Classroom Management

- Establish and maintain classroom routines and expectations.
- Manage student behavior effectively using positive behavior management strategies.
- Foster a respectful and inclusive classroom community.
- Ensure a safe and conducive learning environment.

Communication and Collaboration:

- Communicate regularly with parents to discuss student progress and address concerns.
- Collaborate with colleagues on curriculum development and instructional strategies.
- Participate in professional development opportunities to enhance teaching skills.
- Attend program meetings and events as required.

Additional Responsibilities:

- Participate in program-wide initiatives and events.
- Serve as a positive role model for students.
- Support extracurricular activities and events.
- Maintain a commitment to the program's mission and values.

Qualifications Educational Background:

- Bachelor's degree in education, [relevant field], or related discipline.
- Teaching certification is required, with a preference for candidates holding a Plumeri certification.

Experience:

- Prior teaching experience in grades Pre-K through fifth.
- Strong classroom management skills.
- Experience working in a diverse educational setting.

Skills:

- Excellent instructional and classroom management skills.
- Strong communication and interpersonal abilities.
- Proficiency in curriculum development and assessment.
- Commitment to mindfulness and holistic development principles.
- Familiarity with educational technology and tools.
- Proficient in [relevant software/tools].

Preference may be given to candidates from Edgewood Elementary School who have a demonstrated commitment to the school community.

