



Guest Teacher Coordinator - Breakwater School - Portland, Maine

Breakwater School seeks an experienced, creative, and collaborative Guest Teaching Coordinator to join our dedicated teaching faculty for the 2024-2025 school year. This is a full-time, salaried position, and works closely with the Executive Director(s) to ensure adequate daily coverage in the classrooms. Salary range: \$30,000- \$38,000

To learn more about about Breakwater School please see our website at <http://school.breakwaterlearning.org/>

Position Overview:

The qualified person must be passionate about supporting children in the classroom and have a willingness to learn and grow. This position supports the day school program by organizing coverage and covering the classrooms due to absences. The Coordinator is also responsible for recruiting and onboarding additional guest teachers.

Preferred qualifications and experience:

- At least 3 years working with elementary students. Preference will be given to candidates with early childhood experience and/ or willingness to attain DHHS approval.
- Strong interpersonal skills with students and colleagues
- Excellent organizational and communication skills
- Availability to be on-call
- Willingness and excitement to have a role that changes daily.
- A sense of humor and positive disposition

Please submit cover letter, resume, and three professional references electronically to the office manager:
rcrabtree@breakwaterschool.org
No phone calls please.

Applications will be reviewed at the time they are received and will be accepted until the position is filled.

Breakwater is an equal opportunity employer (EOE), and does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, gender identity, marital status, disability and genetic information, age, membership in an employee organization, or other non-merit factors.