



"There are only two lasting bequests that we can leave to our children: One is roots; the other, wings"  
— Hodding Carter

---

August 6, 2009

## INSTRUCTIONS

Dear Friend:

Thank you for your interest in a position with Roots & Wings Community Preschool. We are currently seeking to fill the position of Classroom Assistant. Starting pay for this position is \$8.50 per hour for approximately 19 to 20 hours per week.

This is probably the most unusual application that you will fill out. We are looking for a combination of expertise, willingness to learn and try new ideas, and of course 'heart'. We wish to get a sense of how you see yourself in an early childhood classroom as well as how you perceive early childhood education. Feel free to add any comments. Knowledge and/or experience in Early Childhood Education is of course beneficial.

Letters of recommendation and a resume are of course welcome. You may either mail the application or drop it off at the address listed below.

We appreciate your efforts.

Rebecca Tree  
Director, Roots & Wings Community Preschool



School location: 1801 East Jackson Street  
Medford, Oregon 97504  
Telephone: 541-779-3544



**ROOTS & WINGS COMMUNITY PRESCHOOL  
APPLICATION FOR EMPLOYMENT**

|              |               |              |
|--------------|---------------|--------------|
| <b>NAME:</b> | <b>PHONE:</b> | <b>DATE:</b> |
|--------------|---------------|--------------|

**ADDRESS:**

|              |               |             |
|--------------|---------------|-------------|
| <b>CITY:</b> | <b>STATE:</b> | <b>ZIP:</b> |
|--------------|---------------|-------------|

|                         |                     |
|-------------------------|---------------------|
| <b>Soc'l Security #</b> | <b>Referred by:</b> |
|-------------------------|---------------------|

**In Case of Emergency we will notify:**

|                      |                        |
|----------------------|------------------------|
| <b>Phone Number:</b> | <b>E-mail Address:</b> |
|----------------------|------------------------|

|                                       |  |
|---------------------------------------|--|
| <b>Position you are applying for:</b> |  |
|---------------------------------------|--|

|                        |                                      |
|------------------------|--------------------------------------|
| <b>Date Available:</b> | <b>Hourly Wage / Salary Desired:</b> |
|------------------------|--------------------------------------|

**What prompted your application with us:**

**EDUCATION:**

| Schools Attended | Dates Attended | Major |
|------------------|----------------|-------|
|                  |                |       |
|                  |                |       |
|                  |                |       |

**How do you stay current with Early Childhood Education research?**

**What are your passions outside of work?**

**How do you re-energize/re-vitalize/ relax?**

**You may use the BACK OF THIS PAGE to answer the following questions . . .**

- 1.) **Have you worked with the following approaches: “Emergent Curriculum,” “Open-Ended,” and “Child-Centered”? Give a brief explanation of these based on your understanding and /or experiences.**
- 2.) **What kind of experiences have you had with assessment and observations of young children? How have you used these tools in your approach in curriculum planning?**
- 3.) **Do you have experience with special needs children, sensory integration, AD/HD, or other developmental delays? Please feel free to expand.**
- 4.) **How has current research on brain development affected how you plan for children in the classroom, how you discipline, and your general expectations of young children?**
- 5.) **Will you be willing to work afternoon hours (Mon. and Thurs. PM) as well as morning hours?**

**REFERENCES:** List three individuals, one related to you, who have known you for at least one year who can talk to us regarding your previous experiences with children and as character witnesses.

| NAME | PHONE NUMBER | RELATIONSHIP |
|------|--------------|--------------|
| 1.)  |              |              |
| 2.)  |              |              |
| 3.)  |              |              |

**Describe your general health:**

Are there any physical or other limitations that would affect the type and amount of work you can perform in a classroom and with young children? YES  NO  Use back of this page to explain if necessary.

Would you object to being fingerprinted as part of the hiring process? YES  NO

Have you ever been convicted of a felony? YES  NO

Do you have a current driver's license? YES  NO  From what state?

Do you hold a current certification in Pediatric first aid/ CPR? YES  NO

Would you be available as a substitute? YES  NO

Is there anything you wish us to know about you that would provide us with more insight? Feel free to use the back of this sheet to explain.

**GENERAL INFORMATION**

In compliance with Roots and Wings Community Preschool hiring practices, no person shall be hired or retained as a staff member, paid or volunteer, who has:

- a.) been convicted of or admitted to or been the subject of substantial evidence of an act of child battering, child abuse, or child molesting.
- b.) used alcohol or drugs such that its effects are apparent during working hours.
- c.) been convicted for or admitted to any felony or any offense involving moral turpitude.

- \* I am aware that a background check will be performed as part of the hiring process including urine sampling, at the expense of Roots and Wings Community Preschool.
- \* I authorize investigation of all statements contained in this application. I understand that misrepresentation, or omission of facts called for, is cause for dismissal.
- \* I understand that it is my responsibility to keep my pediatric first aid and CPR current. Failure to comply will result in termination of employment.
- \* In the event of my employment with Roots and Wings Community Preschool, I agree to comply with the rules and regulations governing my employment as outlined in the Employees Handbook.
- \* In the event that I wish to terminate my employment, and as a professional courtesy, I will file my written resignation at least two (2) weeks prior to the date it will be effective.
- \* I understand that the first three months of my employment are probationary and if my services have not proven satisfactory, my employment may be discontinued without prejudice.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

(Attach Resume if you have one)