

**Job Title:** Nature Preschool Aide

**Department:** Environmental Education

**Supervisor:** Preschool Director

**Position type and expected hours of work:** Part-time, approximately 20 hours per week for 41 weeks annually

**Location:** Woodend

**FLSA Status:** Non-exempt

**Salary Range:** Grade 10 (hourly) \$18-\$20/hour

### Summary

The Nature Preschool at Woodend serves children ages 3-6 on a 40-acre nature sanctuary in Chevy Chase, Maryland. The Nature Preschool Aide helps create and maintain a safe, warm, and caring learning environment where children develop a strong sense of belonging and are encouraged to explore, take calculated risks, and grow in independence. The Nature Preschool Aide supports classroom teachers in guiding children's behavior in ways that promote self-regulation, self-awareness, and social-emotional development.

### Essential Duties and Responsibilities

- Support an engaging and nurturing atmosphere while assisting with meaningful activities and experiences for children aged six and younger and their parents.
- Interact, guide, and play with the children at their physical level.
- Assist classroom teachers with set up and implementation of activities that are child-initiated, and cover physical, social/emotional, linguistic, and cognitive development.
- Assist with informal outdoor hikes and explorations for students and families.
- Maintain space and all supplies and equipment.
- Update class photo share site with photos taken during class.
- Act as a substitute teacher when needed.

### Qualifications/Requirements

- Genuine love for working with young children
- Ability to work independently
- Effective verbal and written (including electronic) communication skills
- Dependable, adaptable, and enjoys working as part of a team
- Curiosity about the natural world
- Environmental Education or Early Childhood experience preferred
- Willingness to obtain all State of Maryland requirements for a Preschool Aide, including First Aid/CPR certification (The cost of needed training will be paid by Nature Forward.)

### Physical Requirements

- Ability to lift up to 40 pounds
- Availability and willingness to work occasional weekends and evenings
- Ability to climb stairs, walk and hike on uneven, rocky and/or slippery surfaces
- Ability to explore the outdoors in all types of weather, year round

### How to Apply

Email resume and a brief cover letter to [carlos.duque@natureforward.org](mailto:carlos.duque@natureforward.org). Application review begins August 7, 2026. Position open until filled. Expected Start Date: 8/24/26.

### Benefits

Medical & dependent care flexible spending accounts

403(b) retirement plan

Vacation and sick leave, pro rata

Nature Forward program and shop discounts

Nature Forward membership

For full details, refer to Employee Handbook, Chapter 4, Benefits and Insurance Coverage

**Disclaimer:** This job description is not a comprehensive listing of activities or responsibilities.

**Date:** July 2026