



Job Opening: Rainbow Class Educational Assistant (EA)

The Position:

Rose City Neighborhood Preschool (RCNP) is seeking an Educational Assistant (EA) for its 4-5 year-old “Rainbow Class” that meets on Monday, Wednesday, and Friday mornings. We are looking for a passionate individual to support our teachers, students, and parent helpers. The position begins in August 2026, with some additional paid duties, including onboarding, training and community events, this spring and summer.

About RCNP:

RCNP is a cooperative, play-based preschool in the Rose City Park neighborhood in Northeast Portland. Our program has been nurturing confident and curious learners and building community year after year since 1975.

RCNP Mission and Values:

RCNP’s mission is to enrich young minds through play and exploration in a joyful, inclusive community.

We believe young children are intelligent, capable, and creative, with meaningful ideas and a natural curiosity about the world. Learning happens best through play, when children are relaxed, engaged, and free to wonder, question, collaborate, and problem solve. Teachers thoughtfully follow children’s interests, supporting social and emotional development while honoring mistakes as valuable learning opportunities.

As a cooperative preschool, RCNP values strong partnerships with families, who actively participate in classroom life and contribute to a rich, collaborative learning environment. We celebrate differences and welcome the unique experiences each child and family brings, fostering a community where learning through play is fun, meaningful, and deeply shared.

Job Details:

- Part-time, hourly position, three days per week (Monday, Wednesday, and Friday)
- General schedule: 8:15am to 12:15pm or 1:15pm, depending on the day (exact schedule to be determined in collaboration with Rainbow Class teacher)
- September through May, plus additional hours in late-August and early-June for community events and meetings with teachers

Responsibilities:

- Support the lead teacher in daily classroom tasks and help maintain routines
- Create a safe, nurturing, and inclusive environment for children and families
- Under the guidance of the lead teacher, provide individualized supports to meet the needs of each student
- Model consistent language and application of skills and strategies
- Collaborate with teachers about student development and progress
- Participate in community meetings 3-4 times throughout the year (paid time)



ROSE CITY
NEIGHBORHOOD
PRESCHOOL

- Act in alignment with RCNP's mission and values by valuing and celebrating differences, earnestly listening to children's ideas, seeing value in mistakes made by children and parents, and, of course, playing and having fun!

Qualifications:

- Background in education preferred
- Experience teaching or working with children ages 3-5 years old
- Experience with the cooperative preschool model preferred
- Ability to pass State of Oregon background check
- Must complete First Aid & CPR certification by start of position, which RCNP will pay for
- Ability to provide references

Skills:

- Knowledge and understanding of the principles of child development and the importance of play in learning
- Ability to work and communicate well with children and adults
- Open to learning and able to receive feedback
- Strong organizational skills and attention to detail
- Reliable and flexible
- Takes initiative without requiring close supervision

Physical Abilities & Working Conditions:

The physical abilities, working conditions, and other conditions of employment listed in this document are representative of, but are not intended to provide an exhaustive list of, the requirements for positions in this classification. Candidates must, with or without accommodation, be able to perform the following tasks:

- Vision: Ability to read small print, observe play from near and far distances
- Hearing: Ability to tolerate exposure to noisy conditions and differentiate between foreground and background noise to understand conversations
- Speech: Ability to be understood in face-to-face communications, to speak with a level of proficiency and volume to be understood over play
- Mobility: Ability to use hands to grasp and manipulate small objects; twist and bend at wrist and elbow; extend arms to reach outward and upward; use hands and arms to lift objects; sit, stand, step over objects, walk on many surfaces, access play spaces
- Strength: Ability to lift, push, pull, and/or carry objects that weigh up to 50 pounds frequently
- Environmental Requirements: Ability to encounter constant work interruptions; work cooperatively with others; work independently; work indoors and occasionally outdoors
- Mental Requirements: Ability to read, write, understand, interpret, and apply information at a moderately complex level essential for successful job performance; math skills at a high school proficiency level; judgment and the ability to process information quickly; learn quickly and follow verbal procedures and standards; give verbal instruction



What RCNP offers:

- An inclusive, supportive, and growth-oriented workplace
- A collaborative, family-oriented community
- Purposeful and impactful work in a values-driven organization that has been serving its community for over 50 years
- Support from the Parent Child Preschool Organization (PCPO) and a community of other educators in a cooperative setting

Compensation and benefits:

- \$20-\$24/hour
 - Two weeks paid time off
 - On-the-job training by teachers
 - Simple IRA match after 3+ years of employment
-

Application Instructions:

If you think you are the right fit for this position, please complete this [questionnaire](#), and send your cover letter and resume to hiring@rosecitypreschool.org. We look forward to hearing from you!

RCNP is committed to building a welcoming, inclusive community where children, families, and staff feel respected and valued. We are an Equal Opportunity Employer and do not discriminate based on race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, disability, marital or family status, genetic information, veteran status, or any other status protected by Oregon or federal law.