

Play Aide

Department	Early Learning Programs	Pay	\$25.00 – \$27.00
Supervisor	Deputy Director	Status	Part-time (7 – 9 hours/week)
Hours/Schedule	Between 9 am and 4 pm	Location	Lopez Island School District
On-Site Requirement	100%	Revised Date	February 2026

The Play Aide facilitates 1:1 child-directed play for Elementary students during the school year. The Play Aide provides expressive play sessions with children that are designed to establish a positive, meaningful relationship to reduce school adjustment difficulties.

Play sessions Provide on-site child-directed play sessions to preschool-aged children in alignment with Children’s Institute training and curriculum materials provided by LIFRC.	70%
Documentation and Supervision - Document each session with case notes on-site daily. - Participate in supervision sessions with PIP Coordinator and/or a consulting mental health professional. - Provide consistent, effective, and timely communication with Coordinator, Director, and LISD Staff.	30%

Qualifications and Skills

Required

- High School Diploma, or equivalent.
- Demonstrates the ability to perform the essential functions of the job.
- Committed to the LIFRC mission, vision, and values
- Knowledge & commitment to principles of confidentiality.
- Ability to be flexible and consistent.
- Ability to be empathetic, a good listener, and have obvious compassion for others.
- Desire to make a connection with students and take a personal interest in their growth.
- Ability to work as part of a team.
- Effective written and oral communication skills.
- Able to assess problems and identify solutions.
- Demonstrated record of personal safety and ability to promote safety in the workplace.
- Satisfactory background check.
- Able to effectively communicate and build/maintain relationships

Preferred

- Bachelor's degree, or equivalent, in education/youth development or related field
- Two plus years of experience in child development, early childhood education, social services, or equivalent combination of education, training, and knowledge that
- Verbal and written fluency in Spanish

Mission

The Mission of the Lopez Island Family Resource Center is to provide resources and guidance necessary to meet the basic needs of the entire community. Building on this foundation of wellbeing, we also provide educational and community engagement programs and we advocate for a more just and equitable community.

Vision

We envision the Lopez Island community as a family in which each person enjoys a positive, meaningful quality of life, know our own and our neighbors' basic needs are met. We are committed to lifelong growth and self-improvement in an environment of respect, kindness, and compassion.

Core Values

- We believe in an inclusive and just community with opportunity for self-improvement for all.
- We focus on the well-being of our clients
 - We maintain appropriate professional boundaries.
 - We meet people where they are.
 - We treat our clients with dignity and respect.
 - We maintain keep our clients' information confidential.
- We use best practices.
- We strengthen our community by connect people and organizations.
- We collaborate among staff and with other individuals and organizations.
- We are a team of self-empowered individuals.
- We are active listeners and have candid, honest, and positive communication. We accept input from others.
- We act with integrity and responsibility.
- We continuously evaluate and improve.
- We adapt to the changing needs of our clients and the community.

Physical Demands and Work Environment

These physical demands represent the requirements for an employee to perform the job's essential functions successfully. Reasonable accommodation can be made to enable people with disabilities to perform the described essential functions.

This job requires the employee to safely escort youth to and from program spaces, including on uneven terrain, outside, and up flights of stairs. While performing the duties of this job, the employee is regularly required to perform duties outside an office and must be able to lift, push, pull, and transport supplies and other items up to 30 pounds.

Disclaimer:

This job description is not to be construed as an exhaustive list of all responsibilities, duties, and skills required of this position. All LIFRC employees may be required to perform duties outside of their normal responsibilities from time to time, as needed, to meet the ongoing needs of the organization.

Employee Name

Signature (Verifying receipt and understanding of this job description)

Date