

Job Posting January 2023

Position Title: **Childcare Specialist**
Department: **Resettlement**
Job Type: **Part-Time**

The Childcare Specialist is responsible to provide thoughtful, sensitive care of refugee children aged 1-5 while parents attend English Language Classes.

Primary Responsibilities:

Childcare Work (90%):

- Register each participating refugee child through parent(s) signature on registration form
- Consult with parents about their responsibilities: to bring food and diapers for children, and to remain in the building while children are being cared for in the Children's Activity Center
- Organizes activities: play time, listening to music and singing, playing games doing arts and crafts, reading stories, nap time, etc.
- Encourage and help children with English vocabulary and conversation
- Help prepare children for kindergarten through learning activities: learning the alphabet, numbers, recognition, etc.
- Create a pleasant, cheerful atmosphere in the Children's Activity Center at all times
- Maintain a neat, sanitary environment in Children's Activity Center

Competencies:

- Exceptional problem solving skills, including the ability to develop and follow through with practical solution
- Demonstrated ability to work with young children from diverse back ground
- Excellent communication skills with non-native speakers of English
- Excellent interpersonal skills with individuals from a variety of ethnicities, cultures and backgrounds
- Demonstrates respect for people from all races, cultures, religious and ethnic backgrounds
- Flexible in work schedule
- Passion for the mission and vision of RefugeeOne

Education/Experience:

- Experience working with individuals and children from diverse ethnic and faith communities preferred
- Training in early childhood education and /or play therapy preferred
- First Aid and CPR training required pre- or immediately post- hire

COVID-19 Vaccination Required

To Apply: Please submit cover letter and resume to Jan Douglas at jdouglas@refugeeone.org

NO PHONE CALLS, PLEASE