

Position Title: Stay, Play & Learn Facilitator – Part-Time

POSITION PROFILE

Compensation: \$17.49

Reports to: Program Director

Hours: Monday through Friday, part-time hours can be between 8:30am to 4:30pm.

Summary:

The Stay Play and Learn at Vanessa Behan is a place where parents and caregivers spend time with their child (ren) playing and learning. The Staff will build relationships with the family and promote positive interaction between the parent and the child. Staff will also support healthy social relationships between families utilizing this program. These goals will be obtained through facilitation of play groups and the opportunity of families to “drop-in” to play. The facilitation of parenting classes may also be expected. This position will design a schedule of activities, partner with other organizations to bring in activities and work directly with volunteers. At times this space may be used by other community programs in which this position would support.

Drop-In Center Staff Principal Accountabilities:

- Create a warm, welcoming, and nurturing environment
- Lead caregiver & child in activities that supports the child’s development and creates a nurturing bond
- Provide in the moment coaching for caregivers in a supportive manner
- Stay current on parenting trends and curriculum with a willingness to learn new curriculum or approaches
- Facilitation of parenting classes
- Be familiar with (or willing to learn) the ASQ developmental screenings and activities
- Conduct outreach to the community to promote Stay, Play & Learn and Vanessa Behan
- Collaborate with community partners to provide other experiences for families in the space
- Maintain the cleanliness & organization of the area
- Promote an environment of collaboration and inclusion for families, children, volunteers and community agencies.
- Other duties related to supporting Vanessa Behan as assigned by supervisor

Minimum Requirements:

- Education Preference in a Bachelor in Social Services, Family Studies, or Early Education or minimum of 2+ years working directly with children and families
- Prefer experience facilitating parent education
- Must have thorough understanding of child development and the role a primary caregiver has in the child’s development
- Must be at least 18 years old to apply
- Ability to complete: TB test, TDaP booster, background check, yearly flu shot and food handlers permit
- Excellent communication skills
- Maintain strict confidentiality
- Good time management

Working Conditions:

Work is performed in a child care environment with a moderate to high noise level. Work is performed in an environment where there is exposure to children from ages birth & up and clients of varying socio-economic and health conditions.

Physical Requirements:

These requirements are representative of those that must be met to successfully perform the essential functions of this position. Reasonable accommodation may be made to enable an individual with disabilities to perform the essential functions.

- Regularly standing, lifting, walking, sitting, listening, talking, and using hands and fingers, while occasionally climbing or balancing, stooping, kneeling, crouching, crawling, and reaching with hands and arms.
- Ability to lift up to 30 pounds.
- Specific vision requirements include close vision and the ability to adjust focus.
- Ability to get on the floor or meet children at eye level