



Children's Program Lead Teacher

Are you passionate about child development and dedicated to creating an enriching learning environment for young children? Parenting Now is seeking an enthusiastic and experienced Children's Program Lead Teacher to join our team.

About Parenting Now

At Parenting Now, we believe that every child deserves to be raised in a nurturing, supportive environment. Since our founding in 1978, we have been at the forefront of providing parenting education and support to families with young children. Our organization values respect, integrity, excellence, and effective communication in all aspects of our work. We are committed to empowering families and creating lasting, positive change in our community and beyond.

Position Overview

As the Children's Program Lead Teacher, you will help implement a robust Children's Program at Parenting Now. In collaboration with other Children's Program staff you will provide a safe, engaging childcare experience through planning and preparing age-appropriate activities and routines, while utilizing positive behavior strategies. You'll maintain the Children's Program room and materials, and act as the on-site supervisor when the Program Manager is unavailable.

What You'll Do

- **Ensure Child Safety and Well-being:** Oversee the safety and well-being of children in our programs, maintaining a secure and supportive environment.
- **Manage and Support Staff:** Orient, schedule, and supervise Children's Program staff and volunteers, while filling in for teachers as needed.
- **Plan and Implement Activities:** Design and execute age-appropriate activities, including preparing and cleaning up after room setups, snacks, and playground maintenance.
- **Collaborate and Communicate:** Work closely with the Program Manager, Volunteer Coordinator, and Parenting Educators, attending meetings and utilizing feedback to enhance program effectiveness.
- **Handle Administrative Tasks:** Follow child abuse reporting policies, create necessary grant reports, manage community donations, and order materials for the Children's Program.

Required Knowledge/Skills

- Extensive knowledge of child development
- Demonstrated ability to work with groups of children and adults
- Strong interpersonal communication skills
- Ability to lift children weighing up to 50 pounds

- Knowledge of Oregon State Laws on reporting suspected child abuse
- Current infant/child CPR and First Aid Certification

Desired Education, Abilities and/or Experience

- Bilingual Spanish-speaking
- BA/BS degree or AA degree in Early Childhood Education or equivalent experience
- Supervising and training child care personnel
- Teaching children birth to eight years of age, including children experiencing stress

Work Location & Schedule

- Onsite
- 16 hours/week
- Monday through Thursday
- Evenings
 - This is an evening position with the exception of occasional meetings or groups during the day, with advance notice
- September to June
 - Hours may be available in July and August based on summer programming

Salary & Benefits

- Salary starting at \$18-\$20/hr, depending on experience

Application Requirements

For full consideration applications should include:

- Resume
- Cover letter
- Two professional references

How to Apply

To apply, send your resume, cover letter, and two references to heatherg@parentingnow.org and include "Children's Program Lead Teacher" in the subject line.

Start date: September 1, 2024. Position open until filled

Parenting Now is an equal opportunity employer committed to diversity, creating an inclusive environment for all employees, and supporting all families in our community. Racial and ethnic minorities, LGBTQ individuals, veterans, and persons with disabilities are encouraged to apply.