



## **BAY AREA COMMUNITY RESOURCES JOB DESCRIPTION**

**JOB TITLE: First 5 Center Instructor**

**Job Classification: Non-Exempt; F/T (some evenings and weekends required)**

**Does the idea of helping create and implement early child development curriculum for both parent and child sound intriguing?**

**Are you looking to try a new approach to providing support to children and their families?**

**Do you want to work in an environment with multiple agencies collaborating to build a web of support for families within the community?**

**If you answered yes to any of these questions, you may be a perfect fit for our First 5 Center Instructor position!**

**Bay Area Community Resources, in partnership with First 5 Solano, is opening up the Vallejo First 5 Center, the first of its kind in Solano County!**

**The Vallejo First 5 Center will offer free programs that help parents/caregivers nurture and support their young children so they grow up healthy, happy, and positioned for success. Our programs will focus on parent education, early learning opportunities, family literacy, and community resources. Classes are for children ages 0-5 and their parents/caregivers to participate in together, in a welcoming and vibrant atmosphere. Local community partners will also be stationed within the center on a rotational basis so our families can gain access to services they need onsite. We are looking for staff members that bring a genuine concern for the families they serve, embrace a lifelong learning mindset, and value the opportunity to create a strong collaborative team.**

**The Vallejo First 5 Center mission addresses the following:**

**To support attachment and bonding between parent/caregiver and child**

**To increase child development awareness for the parent/caregiver to better respond to their child's needs & behavior**

**To provide fun and simple activities that parents/caregivers can incorporate into their daily routines with their children**

**To encourage parents/caregivers to follow their child's lead in their self expression, and observe their child to learn about their interests, needs, and what makes them unique**

**To provide an environment that sparks creativity and learning in children, and builds community and leadership**

**To link families with support services through our Community Resource Specialist**

### **Breaking down the role:**

**You would be creating and providing daily early-literacy & learning, as well as parent education classes, based on best practices and evidence-based early childhood curriculum. Range of classes could include infant playgroups, art classes for toddlers, story times, preschool/kinder readiness, child development workshops, and self-care/creativity groups for parents.**

**You would be finding creative ways to help foster a feeling of community and support between the parents taking the classes.**

**You would be working in a dynamic environment while building professional relationships with a variety of service providers supporting the community.**

**You would be providing support to families who come to the Center, as well as communicating with families to help keep them engaged with attending our classes.**

**You would be completing monthly program documentation.**

**You would be planning and participating in community outreach and other events.**

**Your insights and feedback would be valued during our efforts to continuously innovate and improve, so we are giving the highest quality support to our families.**

**As a team that values each other, there will be times that we will ask that our staff collaborate to help support each other and the Centers mission/responsibilities when needed.**

### **Skills :**

- 1. Extensive experience working with families from diverse backgrounds**
- 2. Ability to develop warm and supportive relationships with young children, parents/caregivers, and community members of diverse populations and languages**
- 3. Sensitivity to culturally-diverse parenting styles**
- 4. Proven capability to create, implement, and reflect on age appropriate ECE programming**
- 5. Understanding of early childhood developmental milestones, and ability to share child development progress to parents informally and formally**
- 6. Ability to multitask and prioritize tasks in a fast paced environment**
- 7. Strong commitment to team environment dynamics with the ability to communicate positively and listen emphatically**
- 8. Ability to engage in reflective thought around community and team work**
- 9. Must be able to lift 25 pounds on a regular basis as a part of setting up and breaking down materials for classes**

### **Knowledge:**

- 1. Cultural proficiency with working with families who come from diverse backgrounds**
- 2. Minimum of 24 units in Early Childhood Development**
- 3. Proven knowledge and/or experience of basic early childhood development principles and practices**
- 4. Bachelor's degree preferred; Associate degree in health, human services or related field and experience may substitute**
- 5. Familiarity with community resources within Solano County is a plus**

**Personal Qualities :**

**A commitment to children ages 0-5 and the Center's mission is critical, along with an ability to be flexible while working with people with different perspectives and backgrounds. A friendly, warm approach is essential in creating a welcoming environment. This position requires excellent communication and organizational skills, as well as the ability to work independently and function effectively as part of a team**

**How to Apply:**

**Please submit a resume and cover letter expressing your interest and qualifications for this position to:**

**Andrea Azurdia**

**aazurdia@bacr.org**

**Job Type: Full-time**

**Salary: \$18.00 to \$20.00 /hour**