WEST HARLEM COMMUNITY ORGANIZATION, INC HEAD START & FAMILY CHILD CARE NETWORK

Family Child Care Specialist

The Family Child Care Education Specialist is responsible for providing comprehensive child development services to children enrolled in Family Child Care Provider homes and technical assistance and coaching to Family Child Care Providers in accordance with Head Start Performance Standards and New York State Office of Children and Family Services (OCFS) licensing regulations.

The Family Child Care Education Specialist provides reflective supervision, coaching and mentoring for FCC providers to ensure the implementation of the education program reflective of the Creative Curriculum for Family Child Care; provides educational resources for providers and parents; coordinates disability services for children; and monitors the Child and Adult Food Care Program.

Minimum Qualifications:

- Baccalaureate Degree in Early Childhood Education, child development or a related field.
- Within eighteen months of hire, will become a Certified CLASS Observer for Infants and Toddlers
- Two years of documented experience working as a lead teacher in a program for children under 5 years of age

Language:

• Spanish and English (Preferred)

Job Type: Full-time

Salary: \$46,000.00 per year

Benefits:

- Health Insurance
- Disability insurance
- Life Insurance
- 401K
- Paid time off
- Dental Insurance
- Vision insurance

Schedule:

- 8 hour shift
- Monday to Friday