



Refugee Women’s Alliance (ReWA) is a nationally recognized multiethnic nonprofit organization that provides award-winning services to refugee and immigrant women and their families in King and Snohomish Counties.

JOB ANNOUNCEMENT

POSITION TITLE: ECE Assistant Teacher

PROGRAM: Early Childhood Education Program

REPORTS TO: Early Childhood Education Program Director

STATUS: Nonexempt full time (40 hours per week)

PURPOSE:

Provide a comfortable and secure environment for children to meet their emotional, social, intellectual and physical needs. Organize and present materials that are age appropriate. Help refugee and immigrant children maintain their home language and culture while learning English, and feel emotional and socially comfortable in a pre-school setting. Provide information to parents on childcare techniques as needed.

RESPONSIBILITIES:

- Follow program policies, Performance Standards (ECEAP, Step Ahead & SPP), Early Achievers, NAC (National Accreditation Commission) and Licensing Guidelines
- Assist in Conducting program screenings and assessments to children; including ASQ, Learning Stories & Teaching Strategies Gold (document both first and second language development)
- Support children daily with developmentally appropriate literacy, numeracy, scientific inquiry, creative and physical opportunities with respect to the learning styles and abilities to meet the needs of all students
- Consistently use Teacher and Child interactions and child guidance strategies that maintain a positive social/emotional atmosphere
- Assist with the preparation, presentation and cleanup of projects and activities
- Help organize activities and materials that are age appropriate and meet the children’s emotional, cultural, social, intellectual and physical needs thru active, play-based, multi-sensory learning experiences.
- Be familiar with and implement the components of the HighScope Curriculum and Soy Biline Curriculum
- Help and participate in initial parent teacher visit and 3 parent-teacher conferences a year
- Assist in writing and maintaining accurate incident/illness records, documenting issues and progress of each student

- Inspect equipment and materials daily to insure they are safe, clean and in good repair for children's use; report to Site Coordinator for repair needs
- Monitor children at all times (counts, hallway, transitions, and outside; ensuring ratios are always maintained)
- Attend training sessions and childcare meetings as required
- Serve breakfast, lunch and snacks; sit down with children and engage in meaningful conversations and model eating following USDA guidelines.
- Ability to lift the sand box on a regular basis.
- Perform other related duties assigned by Early Childhood Education Program Director and Program Specialist
- Complete yearly 20 hours of NAC/ STARS training required by WA state
- Maintain Professional Development goal

MINIMUM QUALIFICATIONS:

- A.A. Degree in Early Childhood Education or related field
- One year paid experience in working with preschoolers
- Must meet federal and state health and safety standards and maintain credentials for childcare (CPR and first aid, HIV, CPS Training, pass TB test)
- Current food handlers permit
- Have clean criminal background check
- Ability to lift a minimum of 45 pounds
- Ability to multi-task while maintaining a sense of humor
- Ability to work flexible hours occasionally

PREFERRED QUALIFICATIONS:

- B.A. degree in Early Childhood Education or related field
- Experience volunteering or working in a multi-cultural environment with various educational backgrounds
- Bicultural/bilingual in Spanish, Vietnamese, Chinese, French, Omoro, Amharic, Eritrean, Somali, or Tigrinya

CLOSES: Open until Filled

BENEFITS: Medical insurance, dental insurance, life insurance; 403(b) retirement savings plan; paid vacation, holidays, and sick leave.

FOR CONSIDERATION: Please submit resume, cover letter, salary request and references to:

Email: hr@rewa.org

Equal Opportunity Employer