

JOB ANNOUNCEMENT

Infant Co-Head Teacher

At Alternatives in Action (AIA) we believe young people are powerful. In our schools and community programs, we see young people striving for more voice, more connection, more ownership, and more meaningful ways to make a difference - for their own future and their communities. Because we believe in the power and promise of young people, we inspire them, support them, and create opportunities for young people to make a real difference. As our youth practice cascading leadership, take meaningful action, and build real relationships with adult allies & peers, they experience empowerment that will help them shape a secure future for themselves, their families, and their communities. Each year, we develop the leadership skills of over 1,300 youth, with thousands of additional children & families benefiting from the community-based projects created by our participants.

The Early Childhood Education Center (ECEC) serves as a learning lab for youth pursuing careers in education. The ECEC program positively impacts children's cognitive, physical, and social emotional development through high quality care, socioeconomic diversity, and family engagement. The Philosophy of Education of the ECEC is inspired by the world-renowned schools for young children in Reggio Emilia, Italy.

SUMMARY DESCRIPTION: Alternatives in Action is seeking an Infant Co-Head Teacher to oversee and carry out a developmentally appropriate, Reggio Inspired, program in accordance with center policies and procedures. You will work closely with the Teacher's Aide's and youth interns and be responsible for supervising their work as well as the development and learning of individual and groups of children between the ages of 3 months-1.5 years.

THE IDEAL CANDIDATE WILL BE:

- A collaborative and resourceful leader who can deliver measurable results and is comfortable working in a fast-paced environment
- An excellent communicator both verbally and in writing
- Passionate about education and child development as a key social justice strategy for Oakland children and youth
- Sensitive, mature individual who is able to relate well to young children, adolescents, and adults.

ROLES/RESPONSIBILITIES:

- Shall work under the direct supervision of the Director and be responsible for implementing curriculum
- Treat each child & family with dignity and respect in thought and action
- Develop awareness of each child's individual needs, interests, and personality
- Prepare and maintain a vibrant, safe and developmentally appropriate and attractive learning environment for 3 month-1.5 year olds (Duties include but are not limited to: changing diapers, lifting at least 25lbs, bending, kneeling, and/or sitting to be at

- children's eye level)
- Daily set-up and clean-up, indoors and outdoors
 - Plan and attend center events and activities
 - Provide observations of primary children and prepare documentation of individual and group projects for classroom and portfolio use
 - Maintain positive parent-teacher relationship and communicate generously to parents about children's development at the ECEC.
 - Discuss teaching style and problem-solving strategies in a mentor capacity with Teacher's Aide
 - Evaluate performance and individual goals throughout the school year
 - Ongoing professional development
 - Attend a professional workshop or conference at the Center's expense
 - Maintain a neat, appropriate appearance and be prompt for work hours
 - Maintain confidentiality of all children, parents, and staff
 - Model exemplary behavior and teaching to Teacher's Aides and youth interns.
 - Work alongside the director to ensure the center adheres to community care licensing regulations and guidelines
 - Support director in coordinating parent and student enrollment
 - Conducts regular staff meetings for Infant classroom
 - Support the planning and curriculum for youth taking the child development course
 - Support as needed in the child development course for youth
 - Provide career and education guidance in the field of Early Childhood Education to youth in program

QUALIFICATIONS:

- Must be at least 18 years of age
- Must be a High School Graduate
- Have at least 12 unit's postsecondary semester units of specified early childhood education classes, or have a valid Child Development permit issued by the California Commission on Teacher Credentialing. The units specified shall include courses covering child growth and development; child, family and community; and program/curriculum.
- In addition infant care teachers need to have taken and passed, at least 3 semester units in the care of infants from an approved college
- Knowledge of Reggio Emilia
- Six months of work experience in a licensed Child Care Center or similar program
- Must be in good health and physically and mentally capable of performing assigned tasks and functions outlined in Roles & Responsibilities
- Must be able to work in a fast-paced environment with the ability to juggle multiple competing tasks and demands
- Ability to lift 25 lbs.
- A health screening, including a tuberculosis test is required.
- Center personnel shall be at least 18 years old.

PREFERRED QUALIFICATIONS:

- Bilingual Spanish/English



- Hold a Child Development Teacher Permit or higher
- Some experience working with youth programs or have an understanding of adolescent development
- CPR & First Aid Certified
- Nature Educator
- Creative, self-motivated, detail-oriented
- Flexible, good-humored, comfortable giving and receiving clear and honest feedback
- Computer savvy (specifically Microsoft Office, and comfortable creating fliers)

CLASSIFICATION: Full-Time; Exempt salary position.

SCHEDULE: Mondays-Fridays Part-Time, Hours TBD with occasional evening and weekend meetings and events

COMPENSATION: \$37,500 - \$42,500

BENEFITS: Full Time (30+ hours/week)

- 100% premium medical/dental/vision
- 403(b) Retirement Match
- Generous Holiday Calendar: Including – 1 week Thanksgiving Break, 2 week Winter Break, 1 week Spring Break (after 90 days of service); prorated vacation (after one year of service) and set sick days.

For more information about Alternatives in Action, please visit our website www.alternativesinaction.org

To apply please send your resume and cover letter with the position title in the subject line by email

to:hr@alternativesinaction.org attention Human Resources.

Thank you for applying. Due to the volume of candidates, we will be unable to contact each candidate individually. If you are being considered for the position, you will be contacted. We are unable to accept phone calls or walk-ins. Alternatives in Action is an equal opportunity employer.

NON-DISCRIMINATION POLICY: ALTERNATIVES IN ACTION DOES NOT DISCRIMINATE IN ANY PROGRAM, ACTIVITY OR IN EMPLOYMENT ON THE BASIS OF AGE, CREED, SEX, RACE, ETHNIC BACKGROUND, MARITAL OR VETERAN STATUS, NATIONAL ORIGIN, DISABILITY, SEXUAL ORIENTATION OR RELIGION.