



Pilas Family Literacy Program - Cottage Grove

Position: Childcare Assistant Teacher (in-person)

Position Type: Seasonal

Location: Harrison Elementary, Cottage Grove, Oregon

Schedule: Tues & Thurs, 5:30-8:00 pm + staff meetings

Start Date: March 25, 2021

End Date: June 15, 2021

Hourly Rate: \$16/hr

Downtown Languages, in partnership with Centro Latino Americano, South Lane School District, and Lane Community College, is seeking a Childcare Assistant Teacher to support the lead teacher in a class for young children and babies in the Pilas Family Literacy program in Cottage Grove.

The Pilas Family Literacy program is an 11-week evening program for families that provides ESL classes to adults, PreK and academic support for children in grades K-8, childcare, family learning activities, and celebrations of participating families' cultures. While established in other regional school districts, this is the first time the program is being offered in Cottage Grove. The program is typically operated twice during the academic year.

This program will serve families who speak Mam and Spanish as their primary language and require an individual with multicultural experience and sensitivity. It will be an in-person position with strict adherence to all COVID-19 protocols as detailed by the Oregon Department of Education.

Job Description

The Childcare Assistant works in coordination with the Lead Childcare Instructor to care for and teach children ages 0-3 years old.

Primary responsibilities are to assist the lead teacher to:

- Prepare class materials and activities that will get toddlers ready to:
 - Enjoy and value reading
 - Recognize shapes and colors
 - Recognize numbers and count
 - Be interested in painting, drawing, modeling with clay, gluing, etc.
 - Sit in a circle during storytime

- Follow instructions
- Respect and share with others
- Guide infants in developmentally appropriate play and movement
- Create a classroom environment of respect
- Establish a culture for learning
- Manage student behavior equitably and fairly
- Maintain hygienic care of all children

Secondary responsibilities are to:

- Participate in select family activities
- Help maintain community partnerships by keeping shared teaching spaces clean and tidy
- Participate in all staff meetings
- Perform all other duties as requested

Requirements

- Proficient in two of these languages: Spanish, English, Mam
- Ability to pass a background check
- Must be able to lift 40 pounds
- Must have reliable transportation

To apply, please send resume, letter of interest, and three professional references to Nicole Smith, Educational and Volunteer Coordinator: nicole@downtownlanguages.org

CLA is an equal opportunity employer. We value a diverse work force reflective of the diverse communities we serve and support, with regard to race, culture, national origin, sex, age, disability, marital status, sexual orientation, gender identity, prior record of arrest or conviction, citizenship status, caregiver status. CLA works to advance racial justice and equity. We value diverse experiences, including with regard to educational background and legal system contact, and depend on a diverse staff to carry out our mission.