



CHILD CARE OF THE BERKSHIRES EMPLOYMENT OPPORTUNITY

TITLE: Parent Child Engagement Specialist
The Family Center

BASIC FUNCTION:

The Parent Child Engagement Specialist is responsible for family outreach activities, facilitating early childhood play groups, and organizing parent/child activities through the Family Center. This person will work as part of a Family Center team. Providing high quality family education and support is the primary goal to improve school readiness and strengthen families.

RESPONSIBILITIES:

- Coordinate and facilitate a variety of family outreach and engagement activities;
- Organize and facilitate community play groups using a strength-based approach;
- Model and emphasize verbal interaction between parents and children;
- Collect, organize and maintain a variety of data and statistics relevant to activities;
- Keeps abreast of current trends in early childhood education, including child development techniques to promote literacy and parent education.

QUALIFICATIONS:

The Parent Child Engagement Specialist must have a high school diploma, B.A. degree highly desired, with experience working with young children and families. Other qualifications include the ability to establish and maintain supportive, non-judgmental rapport with both adults and children; the ability to demonstrate playful interactions with children; positive attitudes toward young children, parenting and literacy; the ability to plan, with supervision, play materials and activities in the play group setting; excellent communication and organizational skills required; and must be able to maintain confidentiality. Must be flexible and provide own transportation. Evening and weekend hours are required.

Send your letter of interest and resume outlining how your skills and experience meet the qualifications of the position to: Child Care of the Berkshires, P.O. Box 172, North Adams, MA 01247, or hlabonte@ccberkshire.org

CHILD CARE OF THE BERKSHIRES IS AN EQUAL OPPORTUNITY, AFFIRMATIVE ACTION EMPLOYER,
WITH A LONGSTANDING COMMITMENT TO INCREASING THE DIVERSITY OF THE EMPLOYEE COMMUNITY.