



PLEASE POST

May 24, 2007

**Bilingual Parent Educator @ Hand in Hand Department
(Full-time)**

Position Summary: Position offers information and support to Spanish speaking parents of children birth to five years, through facilitating regularly scheduled home visits and parent/child interaction groups.

Education and Experience Requirements:

1. Bachelors degree in Early Childhood / related field or equivalent education, experience, and training required.
2. Experience in Early Childhood field required.
3. Master's degree is highly desirable.
4. Bilingual in English/Spanish required.

Required Knowledge, Skills and Abilities:

- Must be bilingual with ability to communicate effectively both orally and in writing in both English and Spanish and demonstrate mastery of both languages.
- Demonstrate knowledge of infant and toddler development, early childhood special education, assessment and methodology, behavior, modification and behavior theories as applied to early childhood development.
- Demonstrate ability to work with infants and toddlers in individual and group settings.
- Demonstrate the ability to organize and manage a client caseload, and plan a classroom environment.
- Demonstrate knowledge of family focused programming.
- Knowledge of adult learning styles and the flexibility and maturity to establish rapport with adults and children within a wide range of family situations.
- Values working in a multicultural/diverse work environment.
- Ability to communicate effectively orally and in writing with a broad variety of people, including staff, supervisors and management.
- Must have basic computer skills.
- Ability to work effectively as a team member.
- Ability to maintain confidentiality.
- Ability to maintain appropriate professional boundaries.
- Ability to work effectively with diverse cultures.
- Openness to feedback and supervision.
- Ability to set and keep a weekly schedule that meets supervisor's approval, be punctual for scheduled home visits, groups, and meetings, and be in a condition suitable for assuming responsibilities of position.
- Manual/physical dexterity allowing for computer usage/keyboarding.

Other Requirements:

- A criminal history background check is required.
- Bloodborne Pathogens training is required on the first day of employment.
- Provides emergency first-aid, as needed, and maintains a current standard first-aid/CPR certification.
- A personal vehicle and regular/frequent driving within the Portland metropolitan area are required. Transport of clients in personal vehicle may be necessary. A valid driver's license for state of residency, personal auto liability coverage at \$100,000/\$300,000 levels, and a driving record permitting coverage under the corporate auto liability policy are required. Completion of organization's driving approval process is required prior to driving for work purposes.

Application Procedure: Send cover letter & resume to: J. Wisher c/o Morrison Child and Family Services, 11456 NE Knott, Portland, OR 97220. Fax: 503-256-9601. E-mail: jobs@morrisonkids.org. **POSITION OPEN UNTIL FILLED**

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