

Bilingual Education And Training Specialist

Child Care Resource Network

Buffalo, NY

Coach / PD Provider

Full-time

Hybrid

\$22.32 - \$22.32 an hour

Posted on October 23, 2024

Organization Statement

Who We Are:

Child Care Resource Network's mission is to promote quality, affordable, accessible care and learning for all children by supporting and empowering families, caregivers, education professionals, and employers. We are a family-friendly agency, supporting our employees and their families with excellent benefits and a commitment to making CCRN a great place to work for everyone.

How CCRN Supports Our Employees:

- Babies at Work program to support new parents and their babies
- Access to Shared Company vehicles, to minimize wear and tear or mileage on your personal vehicle
- Generous PTO that begins accruing immediately upon employment
- 16 days of paid holiday pay, including a floating holiday
- Competitive Health insurance
- Discounted Dental and Eyeglass coverage
- Trainings, Professional Memberships, and Professional Development Classes paid for by CCRN to help your professional growth!

Job Description

As An Education and Training Specialist, You Will:

- Be a great teacher and an engaging speaker

- Be passionate about learning and educating providers in the community
- Provide training, coaching, and technical assistance to school-age providers using all modalities
- Implement professional development training which will include the Child Development Associate (CDA)
- Use feedback from evaluative tools to guide decision making and planning
- Utilize current research-based and best practice information
- Meet the diverse needs of providers in the community
- Develop and implement Education and Training Department programs and initiatives
- Conduct child care and school-age program observations and assessments
- Track data related to Education and Training Department programs and initiatives
- Serve as a member of the Education and Training team and attend meetings and trainings as required
- Serve on at least one (1) committee supporting our internal and/or external community
- Serve as a member of the CCRN team and actively participate in required meetings, trainings and outreach events.
- Carry out or assist with other tasks in addition to the duties listed on this job description, in accordance with the agency's team philosophy

Qualifications

What You'll Bring to this Position:

- Multilingual/Bilingual in English and Spanish or other languages that would support servicing our customers
- Bachelor Degree in Early Education and/or Childhood Education or related field and three years of direct child care/school-age program experience; or an Associate Degree with six years of direct experience.
- Minimum one-year experience training adults, including planning and development of curriculum
- Current New York State Training and Technical Assistance Professional Credential (T-TAP) Credential or plan of action to achieve credential within first year of hire
- Strong knowledge of child development Birth-12 years.
- Ability to apply knowledge in varied child care settings.

- Excellent oral and written communication skills as well as group presentation skills
- Excellent human relation skills and the ability to communicate effectively with diverse groups of people including the current predominant linguistic, racial and ethnic populations of Erie County
- Ability to execute assignments with little supervision.
- Willingness to regularly travel in Erie County
- Available to work evenings and weekends, as needed

Certificates, Licenses, Registrations

- Valid NYS Driver License and a vehicle with current registration and insurance
- **Minimum Education Level:** Some College Credits
- **Preferred Education Level:** Bachelor's Degree

Application Instructions

Please email resume to dgoodman@cfsbny.org