



## **Relief Nursery Inc. Teacher/Home Visitor Job Description**

Hours/week: 30 hours/week with full benefits

Supervised by: Site Supervisor

Location: Eugene or Springfield

Starting salary range: \$13.70–\$15.95 depending on training, education and experience

### **Minimum Requirements:**

1. Qualifications include:
  - a. Bachelor's degree in education, family services, early childhood education or related field with early childhood teaching experience; or
  - b. A combination of associate's degree, Oregon Step Registry level 9 or higher and appropriate experience; or
  - c. A Bachelor's degree in a field other than child development or early childhood education and Oregon Step Registry level 9 or higher and appropriate experience; or
  - d. Willingness and ability to meet these qualifications within two years from date of hire.
2. Experience supporting children and families experiencing poverty, stress, and other barriers
3. Ability to write professionally
4. Current valid driver's license with acceptable driving record/insurance coverage
5. Current Pediatric First Aid/CPR and Food Handler's cards.
6. Good physical stamina with the ability to lift and carry children, sit in child size chairs and on the floor, bend, and kneel
7. Demonstrated ability to work as a team member, understand developmentally appropriate early childhood practices, and child guidance techniques consistent with a therapeutic approach

### **Preferred Qualifications:**

1. Bilingual in English and Spanish
2. At least 1 year paid employment as a teacher in an early learning classroom and/or supporting families through home visiting.

### **Overview:**

The Therapeutic Early Childhood Program Teacher/Home Visitor performs the responsibilities for the dual role of classroom teacher and home visitor, through the provision of developmentally appropriate and therapeutic early childhood classroom experiences and family support.



The teacher role requires integration of the following: children's individual and group goals; physical environment; routine; curriculum; classroom relationships; screening/ assessment; readiness to learn standards and individual family issues to ensure therapeutic, developmentally appropriate experiences for the children.

The home visiting role requires fostering parent-child attachment; providing support & information for parenting; supporting & monitoring the child's development/ well-being (including safety); enhancing problem-solving skills; reducing/ameliorating risk factors & enhancing protective factors. Appropriate documentation accompanies all responsibilities in these dual roles.

### **Responsibilities:**

#### *Therapeutic Classroom:*

1. Create and maintain a therapeutic, developmentally appropriate early child classroom environment for children 6 years and younger that supports all areas of children's development and meets all relevant therapeutic and certification standards.
2. Develop children's individual goals in consideration of screening/assessment information, child observations and analysis and information about the home environment/parent-child interactions.
3. Update children's individual goals regularly, based upon weekly observations and integrate into curriculum planning, adult-child interactions in the classroom and the design of the physical environment.
4. Plan and adapt curriculum informally daily and formally weekly with teaching assistant to reflect all relevant child goals, information and issues.
5. Conduct screening/assessments at appropriate intervals.
6. Ensure that all required documentation/paperwork is completed, shared with appropriate individuals and stored according to Relief Nursery policy and professional standards.
7. Communicate information about the children's goals and guidance around appropriate child/adult and child/child interactions to all adults participating in the therapeutic classroom in order to ensure consistency around approach and experiences for the children.

#### *Teaching Team:*

1. Conduct weekly planning meetings for no less than one hour with co-teacher and other relevant team members (e.g., supervisor, mental health counselor, special education specialist, volunteer coordinator, etc.).
2. Collaborate with the co-teacher to plan meaningful curriculum, arrange the physical environment and debrief issues/challenges on a daily basis.
3. Balance responsibility with co-teacher for curriculum planning, preparation, adaptation, the physical environment of the classroom, and other relevant activities.

#### *Home Visiting:*



1. Schedule and conduct home visits no less than once/month per child (except during the month when parent-conferences occur and vacation schedule limits access) in order to support parent's achieving/maintaining a healthy home environment for the child, foster positive parent-child interaction and monitor relevant safety issues/concerns.
2. Maintain contact with families by phone to supplement home visits as needed.
3. Complete home visit documentation reflecting professional standards on a weekly basis.
4. Implement approaches that include sharing information through collaborative discussions & resources; modeling appropriate interactions through emergent opportunities & planned parent-child activities; providing empathetic support & facilitating problem solving.

*Other:*

1. Complete all required documentation and paperwork in accordance with Relief Nursery, Child Care Division and other relevant standards and requirements.
2. Debrief as appropriate with all relevant specialists, including but not limited to the special education and mental health consultants.
3. Participate in no less than 24 hours of approved training per year and maintain current training certification as required.
4. Participate in reflective supervision sessions with supervisor for no less than 1 time per month and more often as needed in order to discuss cases, reviews files and ensure the achievement of appropriate therapeutic child experiences, family support and child-safety monitoring and all appropriate documentation.
5. Complete Relief Nursery bus and van training and fill in for bus drivers on an occasional basis.
6. Complete front desk training and fill in for receptionist on an occasional basis.
7. Participate as a team member in all staff meetings, teacher meetings, site meetings, collaborative groups, group supervision, special projects including but not limited to Relief Nursery projects, special family events and other opportunities.
8. Conduct job responsibilities in accordance with the NAEYC code of ethics, professional boundaries, confidentiality, and strength-based interactions.
9. Act in accordance with responsibilities and protocols set forth in Oregon Child Abuse Reporting laws and Relief Nursery policy.
10. Perform other relevant duties as assigned.

Relief Nursery offers paid medical after 60 days, 5 weeks paid vacation. Paid sick and personal leave and 403b benefit package for all benefitted employees. Pre-employment drug screen and criminal background check, DMV records check and proof of automobile insurance required.



Relief Nursery is an Equal Opportunity Employer