



Family Development Center
Douglas County Relief Nursery

TEACHER/INTERVENTIONIST JOB DESCRIPTION

PURPOSE: Classrooms are managed by two Teacher/Interventionists and they are responsible for all aspects of the classroom at the Center. This position manages a caseload of 8-11 families and their children ages 6 weeks through 5 years, plans and implements developmentally appropriate and therapeutic curriculum for a classroom of 6-11 children, monitors each child's development and the family's functioning, conducts at least monthly home visits for each family and maintains accurate files on each child. This position is a part of the Therapeutic Early Childhood Program team and is supervised by and reports directly to the Program Supervisor.

POSITION REQUIREMENTS:

1. Associate's or Bachelor's degree in Early Childhood Education, Education, Special Education Psychology, Social Work, or related field.
2. Two years experience in an early childhood program working with children and families.
3. Knowledge of early childhood development (birth to six years), curriculum development and implementation, positive discipline and early childhood learning strategies.
4. A current clearance from the Criminal History Registry.
5. Current First Aid and CPR card, Food Handler's Card, Annual Mandatory Reporter/Child Abuse and Neglect training.
6. A valid Oregon driver's license (or acceptable driver's license from another state).
7. Proof of a three year DMV driving record free of infractions.
8. Proof of current personal automobile insurance.
9. Bilingual skills and/or being bicultural may benefit this position's duties.

CORE COMPETENCIES:

1. Ability to work independently and as a team member.
2. A comprehensive knowledge of indicators and effects of maltreatment, abuse and neglect on children, nutrition, health, safety and special needs
3. An understanding of generational poverty and the distinct needs of low-income families.
4. Learn and apply Therapeutic Principles and Positive Behavior Support Principles.
5. Ability to work with adults who have a variety of stresses/challenges (e.g., cognitive delays, chemical dependency, mental illness)
6. Knowledge of the community/county resources
7. Demonstrate good stress management and self care skills.
8. Ability to relate to diverse at-risk children and families with sensitivity and respect.
9. Ability to identify and record significant individual and group behaviors and to conduct objective assessments and evaluation.
10. Ability to be flexible in schedule of work hours and days, in order to best meet the needs of families.
11. Knowledge and competent use of the internet, email and word processing programs.
12. Ability to bend and lift 40 pounds and to sit and stand at length.
13. Ability to maintain confidentiality and share information on a need to know basis only.
14. Ability to work effectively with data and have analytical capabilities.
15. Ability to respond effectively to emergent situations.
16. Model a positive attitude toward work.
17. Demonstrate initiative, personal balance, and a sense of humor.
18. Ability to adapt and work effectively under pressure.
19. Listen actively and use effective conflict resolution skills.
20. Excellent communication skills, written, verbal and non-verbal.

21. Ability to work closely as a team member and to model appropriately for others on the team.
22. Ability to educate and oversee groups of parents and children.
23. Ability to represent the program positively within the community.
24. Ability to work with parents and their children in a warm, calming, respectful, encouraging and patient manner.
25. Willingness to seek and accept supervision and implement recommendations in a timely manner.
26. Sound judgment and common sense in decision-making.

POSITION DUTIES:

1. Interact with children showing respect and dignity. Apply principles of diversity, equity, and racial justice for all families. Apply principles of the least restrictive environment for children with disabilities.
2. Plan, implement and post developmentally and therapeutically appropriate classroom curriculum for 6-11 children ages 6 weeks through 5 years.
3. Set up and clean up Classroom (including stocking enough towels, baby wipes, and plastic bags; making bleach bottles daily to spray diaper changing area and all objects at day end; washing all used blankets and towels; sanitizing objects put in the children's mouth).
4. Promote and encourage family growth and development via home visit curriculum, referrals to necessary community resources, and advocacy for the family's needs and interests.
5. Provide at least monthly home visits to each family for approximately one hour that focus on parent-child interaction, child development, positive discipline, referrals to other services, and any other topic of importance to the family's functioning.
6. Maintain accurate and complete data on all children and their families in individual child files, (including required "My Day at FDC" forms for all children under 3 years of age; attendance records, Client Contact Logs, Child Status Summaries, weekly child observations, home visit records, family and child assessments, risk assessment, child developmental screenings, child and family goals).
7. Insure that proper and current documentation is complete on each family (including release of information, data on allergies and medical conditions, release and emergency contact information, and other pertinent data).
8. Establish and maintain positive communication with parents, provide information about their child's progress and relevant guidance/discipline techniques, reinforce parent education group topics and model appropriate interactions with others.
9. Report any suspected instances of abuse or neglect to the supervisor, make reports to Child Welfare Program, and to other supervisors and team members who are also working with that family.
10. Volunteer for local fundraising events, children's fairs and other events (at least 4 hours/year).
11. Attend family staffing meetings, all staff meetings, and team meetings.
12. Represent FDC at county/community meetings to coordinate services for families (e.g., Child Welfare Program meetings, special education IFSP meetings, etc...).
13. Maintain open, positive communication and promote individual/group problem solving skills with children, families, co-workers and the community.
14. Provide Respite services to children ages 6 week to 5 years.
15. Other duties as assigned by supervisor that pertain to agency function.