

## Job Announcement

### Family Literacy Program Preschool Readiness Assistant – Part-time

IRIS (Integrated Refugee & Immigrant Services, Inc, [www.irisct.org](http://www.irisct.org)) is a dynamic refugee resettlement agency based in New Haven CT. IRIS serves people from all over the world who have fled persecution in their home countries to start new lives and become self-sufficient, contributing members of their new communities.

### General Description

IRIS is currently seeking a Preschool Readiness Assistant in the Family Literacy Program. Our program requires you to have a passion for early education and experience working with infants and toddlers. The Preschool Readiness Assistant will assist in facilitating daily programming along with the lead teacher and the help of a team of interns and volunteers.

**It is essential that the person hired for this position be vaccinated against COVID-19 and comfortable coming into contact with other people.**

This is a part-time position: 20 hours/ week: M, T, Th, F 8:50-12:30; W 8:50-2:00

We aim to fill the position as soon as possible.

### Essential Duties and Responsibilities include:

The Family Literacy Program Preschool Readiness Assistant (FLPPRA) will assist in facilitating daily programming for 10-20 children between the ages of birth and 4 who are enrolled in the IRIS Family Literacy Program. The FLPPRA will work together with the early childhood educator and a team of volunteers and be responsible for maintaining a positive learning environment to promote early learning and social success.

- Implement educational programming for children as part of a Family Literacy program for refugee and immigrant families in New Haven.
- Direct a team of classroom volunteers and interns in daily activities and educational programming to promote physical, cognitive, language, emotional, and social development.
- Organize daily art projects and enrichment activities designed for infants and toddlers.
- Assist infants and toddlers to transition from their mothers and encourage interactions with other children within the classroom.

- Help plan program curriculum and activities with the Early Childhood Educator and the Family Literacy Program Manager.
- Speak with parents during the program. (Pashto or Dari ability is preferred.)
- Participate in Parent Education and Interactive Literacy Activity sessions.

## **Requirements**

**Candidates must be vaccinated against COVID-19 and comfortable coming into contact with other people.**

Candidates must have:

- Experience with infants and toddlers
- Ability to connect with clients of diverse backgrounds, to establish a rapport of trust and partnership
- Ability to enforce boundaries, limits and IRIS policies
- A commitment to anti-racism and IRIS' mission
- Good oral communication skills in English

Ideal candidates will have

- 1 year of Early Ed Experience
- Coursework in child growth & development
- Associate Degree
- Ability to speak Pashto or Dari

**Compensation:** \$18.00 per hour

**Benefits** include: vacation and sick leave

To apply, send an email to [humanresources@irisct.org](mailto:humanresources@irisct.org) with the following:

- A subject line that says “Family Literacy Assistant”
- A cover letter
- An attached resume including three professional references

Applications will be reviewed as they are received and will continue to be accepted until the position is filled.