

## Job Announcement

### **Early Childhood Teacher - Wilson Library Family Literacy Program (Part-time)**

IRIS (Integrated Refugee & Immigrant Services, Inc. [www.irisct.org](http://www.irisct.org)) is a dynamic refugee resettlement agency with offices in New Haven and Hartford, 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. While IRIS has traditionally focused on helping refugees, it is increasingly serving our undocumented neighbors and other immigrants as well.

IRIS is looking to hire an experienced and caring teacher to work with the young children and mothers enrolled in the Wilson Library Family Literacy Program, which is held at the Wilson Library, 303 Washington Avenue, New Haven. This program is a collaboration between IRIS, New Haven Adult & Continuing Education Center, and the Collective for Refugee and Immigrant Women's Wellbeing (CRIW). This is a 15 hours/week, part-time position.

#### **General Description**

The Wilson Library Family Literacy Program serves to provide refugee women with quality English instruction and free childcare for their children. There are four aims of the program:

1. To provide a safe and welcoming environment for refugee women to study and learn English in order to build self sufficiency and create pathways to success for themselves and their families.
2. Provide a positive early education experience for young children that will help them to develop and grow.
3. Provide parent education programming that is reflective of the direct needs of the parents in the program.
4. Encourage and model early literacy practices for families through parent and child together (PACT) programs.

The Family Literacy Teacher will facilitate daily programming for about 15 children between the ages of 6 months and 4. The teacher will work together with a team of volunteers and be

responsible for maintaining a positive learning environment to promote early learning and social success.

### **Specific Duties**

- Implement educational programming aligned with a curriculum designed for children of refugee and immigrant families in New Haven.
- Direct a team of classroom volunteers 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.
- Plan monthly parent education programs for the mothers enrolled in English classes.
- Plan monthly Parent and Child Together (PACT) programs to help foster and encourage early literacy.
- Maintain attendance and student documentation for reporting purposes.
- Coordinate with volunteers and maintain a weekly volunteer schedule.

### **Priority will be given to applicants with the following qualifications:**

- Experience working with young children, especially in early childhood education settings
- A positive “can-do” attitude and a calm, kind demeanor
- Good communication and people skills
- Ability to communicate in English
- Proficiency in another language preferred (especially Pashto)
- Ability to work collaboratively with multiple people
- Outstanding time management and organizational skills
- Ease using Google Workspace and spreadsheets
- A commitment to anti-racism, cultural humility, and the mission of IRIS

**Supervises:** Volunteers

**Supervised by:** Manager of Early Childhood and Adult Education

**Regular Hours:** 10:00 - 12:00 on Monday & Wednesday; 11:30 - 1:00 on Thursdays; additional planning and preparation time provided

**Calendar:** The program will follow the New Haven Adult Education Center calendar which runs September through May. This position will start at the end of August. (35 weeks total)

**Compensation:** \$20 - per hour

**Benefits:** Vacation and sick leave

IRIS is an affirmative action-equal opportunity employer.

**To apply,** send an email to our Manager of Early Childhood and Adult Education at [humanresources@irisct.org](mailto:humanresources@irisct.org) as soon as possible with the following:

- A subject line that says “Wilson Library Family Literacy Teacher—YOUR NAME”
- A cover letter
- An attached resume with three professional references

*Applications will be reviewed in the order they are received and until the position is filled.*