

# JOB ANNOUNCEMENT

## EHS Coordinator (\$55,000-65,000)

Working to make a difference since 1972, **La Casa de Don Pedro** has been building healthier communities, empowering tomorrow's citizens, educating vulnerable children, and ensuring families receive the support they need, no matter what they face.

### DESCRIPTION:

Are you interested in a **full-time, salary** position with a generous benefits package? If so, look no further!

We're currently searching for someone who **is passionate about working with infants and toddlers, is diligent to learn new things to share with the teaching staff**, is passionate about serving the Newark community, and is able to work at our **202 1<sup>st</sup> Street** location.

Apply now so you can become part of our ever growing organization.

### KEY DUTIES:

- Develops and maintains knowledge of best practices in fields of early childhood education, early childhood special education, and early childhood mental health and disseminates such knowledge by providing ongoing quality assistance to staff.
- Develops and disseminates information and resources related to early childhood to support teachers, classrooms, and program quality improvement efforts.
- Promotes continuous quality improvement and quality assurance efforts for the agency.
- Provides skill development and mentoring to staff progressing in their position by performing on-the-job technical assistance and mentoring of specific skills.
- Provide guidance to staff in building skills and competence.
- Facilitate the development, implementation, and coordination of internal support or action plans with teachers and supervisors based on classroom monitoring and observations.

*La Casa de Don Pedro is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, gender identity, sexual orientation, pregnancy, status as a parent, national origin, age, disability (physical or mental), family medical history or genetic information, political affiliation, military service, non-merit based factors, or any other characteristic protected by law.*

To learn more about our organization, please visit our website: [www.lacasanwk.org](http://www.lacasanwk.org)

### HOW TO APPLY:

Email your cover letter and resume to

[Ecdrecruiting@lacasanwk.org](mailto:Ecdrecruiting@lacasanwk.org)

*Only candidates being considered for an interview will be contacted*

### QUALIFICATIONS:

Must be fully COVID-19 vaccinated by first day of work

Bachelor's or Master's in Early Childhood Education

Experience working in Early Head Start Program and working with children 0-3 years old

Knowledge on Creative Curriculum

### SCHEDULE:

Monday – Friday

8:00am - 4:00pm

*Schedule may vary accordingly to meet division's needs*