

## Early Childhood Educator Position

The Early Learning Center is seeking a qualified, self-motivated individual to become a part of our Infant/Toddler team. We are looking for a full-time educator for our Infant Room which will be opening in January 2021. Our curriculum is based on a playbased approach to learning following the lead of children's interests. Become a member of our dedicated, inviting team working for the best in early childhood education for children and families!

### Position Highlights:

- Support the development of a community that nurtures staff, families and children.
- Planning and delivering a developmentally appropriate curriculum and facilitating the implementation of positive learning experiences.
- Opportunity to loop through the 0-3 year old program

### Additional Skills:

- Strong oral and written communications skills, including technology skills.
- Ability to work well with others (staff, children, and parents) and to foster a team environment.
- A strong understanding of child development and early childhood education.
- Excellent organizational and interpersonal skills.

This is a full-time, year-round position beginning in January 2021 with health, dental, vision and paid leave benefits and an hourly rate of \$15.75-17.75/hr.

Review of applications will begin immediately and continue until the position has been filled. Applicants please send a cover letter, resume and references to:

[elcvt.director@gmail.com](mailto:elcvt.director@gmail.com)

or

Early Learning Center, Inc.  
ATTN: Hiring Committee  
76 King Street  
Colchester, VT 05446

Please contact the Center Director, Cindy Beaudoin-Valyou at [elcvt.director@gmail.com](mailto:elcvt.director@gmail.com) with questions.

**Responsibilities will include but not be limited to the following:**

- Responsibilities will include but not be limited to the following:
- Maintain up to date knowledge of the Vermont Licensing Regulations. Make required reports to the State of Vermont including but not limited to: suspected abuse, injury requiring medical attention.
- Keep parents and families informed about the center through newsletters, e-mail, and other written and oral communication.
- Help develop and sustain safe, high-quality development and learning environments for children.
- Keep informed of current issues in the field of Early Childhood Education and maintain own professional development, including 15 hours of training per year (as defined by the Vermont Early Childhood Program Licensing Regulations) and keep current pediatric first aid and infant and child CPR certification.
- Maintain a safe, secure environment for children, staff, and visitors, including knowledge of emergency procedures.
- Implement appropriate requirements of the Vermont Licensing regulations.
- Accept children unconditionally, their personalities, needs, ways in which they communicate and help them develop without judgement.
- Maintain play resources and other materials with assistance of the staff team.
- Set and maintain established expectations for children.
- Promote an environment that values diversity and celebrates cultural, linguistic, gender, and other individual differences in people.
- Participate in staff meetings, extracurricular activities, and in-service training.
- Serve as a resource for families.
- Hold individual parent conferences at least twice a year.
- Keep discussion of children, families, and other staff confidential and on a professional level at all times.

*The duties and responsibilities described are not a comprehensive list. The scope of the job may change from time to time as necessitated by business demands.*

*The Early Learning Center (ELC) maintains a commitment to diversity, equity, and inclusion throughout our organization. The ELC is an equal opportunity employer and does not discriminate on the basis of race, color, religion, gender, sexual orientation, gender identity, gender expression, and ancestry, place of birth, veteran status, age, or national origin.*

**Requirements:**

- An Educator must meet the minimum qualifications and training for an educator, as described in the Vermont State Early Childhood Program Licensing Regulations. In addition, the Educator should have:

- A Certificate/Credential in early childhood education, or Associates Degree in early childhood education (or equivalent experience and training in early childhood education), or a Bachelor's Degree or Master's Degree in early childhood education or related field of study, preferably with additional credits in ECE
- Infant/child CPR and First Aid certification
- A satisfactory fingerprinted background check.