

Educational Success Associate

Part Time

Reports to Children's Champion Director

Hourly

The Educational Associate will support the Family Preservation Center's Children's Champions Program and implement several key initiatives with the Educational Success Program which offers lifeline for the school-age people it serves – consistent, high-quality enrichment programming. Many children from families facing homelessness or severe economic hardship don't have access to help with schoolwork and tutoring; classes in music and the other arts; team sports; or horizon-expanding outings. The FPC Children's Program staff and volunteers work hard to make sure they do! The program offers an after-school and evening schedule that works to meet the educational and emotional needs of the children involved. We understand that academic success is vital to the children's futures, so tutoring is provided four nights a week. The associate will work with children of all ages to improve literacy outcomes by supporting a comprehensive afterschool tutoring program.

Essential Job Functions:

- Develops and delivers comprehensive educational programming to reach key objectives as stated above
- Delivers Trauma Informed Approach
- Increases children's basic reading and math
- Teaches preschoolers educational building block, alphabets, early reading and math basics
- Partners with parents to increase education success of children
- Builds student's educational confidence
- Sponsors quarterly Star Student parties
- Increase odds of academic success in children
- Develops and supervises summer reading program
- Enlists and engages school-age children in the Educational Success Program
- Encourages volunteers and community partners to support programs
- Works collaboratively with HomeFront staff to reach and assist as many children as possible
- Develops low cost materials to aid in the education of clients of all ages
- Finds necessary resources for families
- Assists in completing quarterly progress reports

Job Competencies:

- Strong Interpersonal Skills
- Empathetic and Kind
- Strong written and verbal communication skills
- Classroom Management
- Patient
- Creative
- Collaborative
- Independent Thinker
- Time Management
- Planning and executing

Requirements:

- BA in Education or related field or Associates with 3 years' experience in related field
- Teaching certification a plus
- Intermediate Microsoft Office skills
- Valid and Clean Driver's License

Physical Demands:

- Employee is required to sit; stand and walk; climb or balance; and stoop, kneel crouch or crawl. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds.
- Close vision, distance vision, depth perception and ability to adjust focus.
- Exposed to prevalent weather

Other Duties:

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required. Duties, responsibilities and activities may be added or changed as needed.

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