



Circle of Parents Children's Program Staff Position Description

Title: Circle of Parent Child Care Staff

Position Responsibilities: Provide a safe, healthy, and nurturing environment for children with and without special needs during Circle of Parents meetings. Implement age-appropriate play and structured activities that enhances learning, self-esteem and strengthen the ability for cooperative play with peers.

- Consult with the Children's group leader as needed.
- Provide feedback to the Children's group leader when the need arises.
- Provide support to children and parents, as necessary.
- Assist in the evaluation of children's group on a regular and ongoing basis.
- Be mindful of family confidentiality.

Qualifications:

- Experience working with children in a group setting.
- Understand the needs of children who have special needs or special healthcare needs.

Time Frame: Every **Wednesday** evening approximately 5:00-7:30 throughout the school year (except times that are designated on the calendar).

Reports To: Children's Group Facilitator, Adult Group Facilitator

Additional Requirements:

1. A background check.
2. Agree to mandated reporting guideline set by Department of Social Services
3. Complete Child Abuse Prevention Training

Please submit cover letter and resume via email only to Aimee Allen at aimee.allen@newhanoverkids.org.