



Early Education Specialist

Program: Parent-Child Home Program at [Masa](#)

Reports to: Program Coordinator

ABOUT MASA

Masa partners with Mexican and Latino children, youth, and families in the South Bronx to develop strong learners and leaders who fully participate in and contribute to the larger community. We envision a community that is civically engaged, empowered, and educated.

WHY WORK AT MASA?

When you work at Masa, you are helping to provide tools and skills for parents and young children in the South Bronx to enable parents to support their children's development and to prepare young children for school readiness.

JOB SUMMARY

Under supervision of the Program Coordinator, the Early Education Specialist serves as a mentor/educator, working with parents/guardians of children aged sixteen months through four years promoting each child's growth and development by implementing developmentally appropriate experiences focused on learning through play in the participant's home. The successful Early Education Specialist will understand her/his role as a mentor/model to the parent/guardian, and as an observer of home environment and situations to make appropriate referrals. Additionally, the successful candidate should support the mission and goals of Masa.

QUALIFICATIONS

- Experience with infant/toddlers in a group setting or home-base setting
- Preferred a minimum of a CDA or higher in early childhood education or related field
- **Must be bilingual English and Spanish!**

ESSENTIAL DUTIES AND RESPONSABILITIES

- **Home Visiting**
 - Make 2 weekly, 30-minute home visits to each assigned family.
 - Work with an assigned group of parents/guardians and their toddlers; assess the individual needs, strengths, and interests of each child regularly.
 - Prepare and maintain accurate records of the home visits.
 - Provide age and developmentally appropriate activities designed to promote all areas of a child's development.
 - Prepare and provide materials as required by the curricula.
 - Respond to children's needs, and verbal and non-verbal messages, adapting the response to children's differing styles and abilities.
- Model the appropriate responses for parents/guardians.
- Facilitate the development of self-esteem, trust and autonomy by expressing and modeling respect, acceptance, and comfort for children.
- Promote parent involvement in the child's education and well-being.
- **Meetings and Weekly Supervision**
 - Meet regularly with Program Coordinator for general staff and one on one weekly meetings.
- **Assessments and Evaluations**
 - Complete appropriate screenings of all assigned children.
- Participate in training, case conferences, and events as requested by Masa and PCHP.

How to apply: Send a cover letter and resume to jobs@masany.org. Include "Early Education Specialist" in the subject line. ONLY APPLY IF YOU ARE BILINGUAL IN ENGLISH AND SPANISH.