

**MountainStar Family Relief Nursery  
Job Announcement**

**Position: Preschool Promise Lead Teacher**

**Schedule: 40 hours per week, Monday – Friday, August 29th – June 30**

**Reports to: Program Manager**

**10-Month Salary: \$36,000 - \$45,500 depending on qualifications, wage differential if bilingual,**

**\* 1.0 FTE, salaried, exempt position \***

*MountainStar Family Relief Nursery is a non-profit, strength-based child abuse and neglect prevention program to support families with children ages 6 weeks through 5 years. We provide comprehensive services for children and families experiencing high stress. Services include a therapeutic classroom emphasizing social-emotional development, home visits, parenting classes and other services.*

**About Us and Our Values:**

*MountainStar Family Relief Nursery is a 501c3 nonprofit operating in Crook, Deschutes and Jefferson counties. Our mission is to prevent child abuse and neglect through community support and therapeutic services that help vulnerable children and families succeed. Services include early childhood classes emphasizing social-emotional development, home visits, and other family supports.*

***Our values are:***

1. *Caring – welcoming, trauma-informed, trustworthy, compassionate, honest, and fun.*
2. *Partnership – invested, accessible, and engaged with clients, supporters, partners, and communities.*
3. *Excellence – committed to high-quality programs, current research, innovation, best practices, accreditation, and evaluation.*
4. *Inclusiveness – seek out and value diverse perspectives, understand and address systemic barriers.*

**Essential Job Functions**

- Plan, organize, and facilitate a Preschool Promise classroom for up to 16 preschoolers
- Implement “Creative Curriculum” and complete TS Gold assessments for assigned children
- Serve USDA meals following family style meal service guidelines
- Accurate record keeping including meals and attendance
- Daily bus/car transportation for children (no CDL required) in various weather conditions
- Case Management of 7-9 children and their families, including:
  - Culturally competent relationship/rapport building with parents
  - At least quarterly strength-based home visits with Spanish and English speaking families
  - Referral assistance and crises intervention
  - Parent coaching and education, and facilitating positive parent-child interaction
  - Maintain records including daily observations, home visit records, family and child assessments
- Support other MountainStar activities - at times outside of regular hours
- Other duties as assigned

### **Knowledge and Experience**

- BA/BS in Early Childhood Education or a related field with preschool teaching experience. Bachelor's in progress, AA/AS or comparable Oregon Registry level considered.
- Bilingual English/Spanish including reading, writing and speaking effectively in both languages preferred
- Preference for experience and knowledge in: providing high quality early childhood education; observing and assessing the development of young children; working with families experiencing poverty, trauma and/or social complexity; cross-cultural and strengths-based communication; and computer skills including email, Excel, Word, and web-based databases.

### **Success Factors**

- Able to relate sensitively with families and young children living in high stress, potentially chaotic situations with ongoing stress and trauma. Demonstrates cultural competence and excellent communication skills.
- Able to maintain personal/programmatic boundaries and confidentiality while providing high quality care, education, and other supportive services
- Able to: work independently and as a team member; prioritize and complete responsibilities; and be flexible as various situations arise.
- Continuing professional growth in areas related to early childhood education

### **Other Essential Requirements**

- Ability to pass a background check
- Valid driver's license and reliable personal transportation. Clean driving record to drive company vehicles and transport children.
- Within 60 days of employment must be Pediatric CPR and First aid Certified, have a current food handlers' card, and show proof of completing "Recognizing and Reporting Child Abuse and Neglect," "Introduction to Child Care Health & Safety," "Safe Sleep," and "Prevention is Better than Treatment" courses as required by Oregon Office of Child Care

**To apply, please submit a cover letter and resume to: [HR@mtstar.org](mailto:HR@mtstar.org)**

Please highlight how your skills, experience, training, and attitude will support your success in working across these many areas of our organization.

***MountainStar is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, gender, age, disability or sexual orientation.***