



Lac Courte Oreilles Ojibwe School

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**VACANCY: Family and Child Education (FACE) PARENT EDUCATOR**

**PURPOSE:** To provide personal instruction, demonstrate appropriate educational activities; deliver research based printed materials to parents regarding Child Development and related issues. To conduct Child Development screenings including but not limited to vision, hearing, the understanding and use of language, motor development, hand-eye coordination, health and physical development for children pre-natal to age three.

Posting Date: April 1, 2022

Responsible to: FACE Coordinator

**Qualifications:**

1. Associate or Bachelor's degree in Early Childhood or related field of study, preferred.
2. Demonstrated ability to work with adults and their young children.
3. Alternatives to the above qualifications as the program finds appropriate and acceptable.

**Essential Functions:**

1. Knowledge, Skill and Abilities
  - a. Provide professional parent instruction and delivery of in home/virtual visits to LCO families implementing the Parents as Teachers National Curriculum
  - b. Coordinate services with other community programs with similar purposes.
  - c. Support and Enhance the Parents as Teachers program.
  - d. Represent LCO FACE at various community events supporting children and families.
  - e. Support the value of education.
  - f. Support the philosophy of the LCO Ojibwe School Ojibwe Culture and Language.
  - g. Comply with all school policies and procedures.

**Physical Requirements/Environmental Conditions:**

- a. Requires ability to sit/stand for prolonged periods of time.
- b. Requires ability to travel. (shared school car is available)
- c. Requires regular attendance and/or physical presence at the job.

**General Responsibilities:**

1. Serve up to 24 (part-time) families and/or 12 (full-time) families. Including a maximum of 10 FACE Family Circles per year.
2. Support and Enhance play groups, parent group meetings (ex. Parent Cafe'), parent-child field trips, events, health fairs, etc.
3. Assist in the planning and production of a program newsletter.
4. Actively recruit families to participate in the program.
5. Attend (all) certification training and become qualified to administer developmental screenings.



6. Adhere to all school health and safety policies.
7. Other duties assigned by FACE Coordinator which are consistent with the general requirements and qualifications of this position.

**JOB REQUIREMENTS: ALL POSITIONS**

- Background investigation, drug test.
- Experience working with native children preferred.
- Must be supportive of the philosophy, concept, policy and procedures of the Lac Courte Oreilles Ojibwe-Waadookodaading School.
- Native American preference in employment.

*Please submit a letter of interest, LCO School-Waadookodaading job application forms, resume and credentials to:*

Lac Courte Oreilles Ojibwe School

8575 N Trepania Rd.

Hayward, WI. 54843-2191

ATTN: Preston Larson-HR Director

**POSITION: OPEN UNTIL FILLED**