JOB ANNOUNCEMENT

TITLE: Kaleidoscope Play & Learn Facilitator

REPORTS TO: Kaleidoscope Play & Learn Program Coordinator
HOURS: Part-time, 0.125 FTE to 0.375 FTE
FLSA STATUS: Non-Exempt position
STARTING PAY: $21.00 per hour (depending on experience)
BENEFITS: Sick leave

JOB SUMMARY: CISC is a non-profit organization, founded in 1972, that supports immigrants and their families by creating opportunities for them to succeed, while honoring their heritage. We provide youth, family, and senior services including preschool, after-school, ESL/naturalization, in-home care case management, and healthcare navigation programs. We serve Chinese, Russian, Latino, Vietnamese and other immigrant communities at our office locations and numerous community-based sites throughout King County, Washington.

Chinese Information and Service Center (CISC) is seeking a part-time Kaleidoscope Play & Learn Facilitator to run Kaleidoscope Play and Learn Group in King County Area. This position is responsible for planning and running a weekly Kaleidoscope Play & Learn group. Play & Learn works with family, friend and neighbor caregivers and parents to support them in preparing young children (0 – 5 years old) for success in school and life through quality early childhood experiences in the group.

JOB DUTIES:
- Plan developmentally and culturally appropriate activities for 0-5 years old children
- Guide intentional child learning to support child development and growth
- Gather supplies and prepare materials for weekly session
- Set up and clean up the space prior to and after each Kaleidoscope Play & Learn session
- Plan for and guide intentional caregiver learning for each session
- Participating in training for facilitators
- Completing administrative and record-keeping tasks related to the Kaleidoscope Play & Learn and other job responsibilities
- Other duties may be assigned

QUALIFICATIONS:
- Bilingual in English and Chinese (Cantonese/Mandarin).
- Ability to work with and build relationship with children and adult caregivers
- Excellent written and verbal communication skills
- Experience working with children preferred

COVID-19 VACCINATION REQUIREMENT:

Beginning on December 5, 2021, all CISC employees will be required to be fully vaccinated against COVID-19. **Upon hire, you will be required to submit proof of vaccination.** People are considered fully vaccinated two weeks after their
second dose in a two-dose series or two weeks after a single-dose vaccine. Employees may make requests for a reasonable accommodation in accordance with applicable laws.

LOCATION: King County Libraries & Community Locations (varies)

APPLICATION:
Submit resume and cover letter to: CISC
Attn: Human Resources
611 South Lane Street
Seattle, WA 98104

Or email resume and cover letter to: jobs@cisc-seattle.org

CLOSING DATE: Open until position filled

CISC is an Equal Opportunity Employer
CISC is an Equal Opportunity Employer and dedicated to a policy of non-discrimination in employment on any basis including race, color, creed, citizenship status, national origin, ancestry, gender, genetic information, sexual orientation, gender expression or identity, age, religion, pregnancy or pregnancy-related condition, physical or mental disability, marital status, veteran status, political affiliation, or any other characteristic protected by law. Reasonable accommodation will be provided for persons with disabilities.