CISC, a non-profit organization, helps immigrants throughout King County achieve success by providing information, referral, advocacy, social, and support services.

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

PAY RANGE: $21.00 per hour - $25.00 per hour

ABOUT: 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 immigrants who speak Cantonese, Mandarin, Russian, Vietnamese, Spanish and additional languages at our office locations and numerous community-based sites throughout King County, Washington.

Our core values are Community, Compassion, Empowerment, Equity, and Inclusion. Read more about our core values, Land Acknowledgement, and equity statement at cisc-seattle.org/about-us.

JOB SUMMARY: 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 Vietnamese.
- Ability to work with and build relationship with children and adult caregivers
- Excellent written and verbal communication skills
- Experience working with children preferred
- Employees must reside in Washington state and be within a reasonable distance to their King County worksite to respond to workplace reporting requirements.
BENEFITS:
• Accrue up to 3 hours paid sick leave per month

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.