



**Job Announcement
Childcare Assistant**

Foundation Communities (FC) is a nationally-recognized nonprofit organization that provides affordable housing and the tools low- and moderate-income families need to improve their educational and economic standing. FC provides on-site community centers with educational opportunities for the entire family, including English as a Second Language, Pre-Literacy, and After-School/Summer Youth programs.

Position Reports To: Adult Education Program Coordinator

Job Description: The Childcare Assistant provides on-site child supervision for the children of ESL students at one of two learning centers in North or South Austin. The ideal candidate will have a passion for working with children and delivering educational and enrichment services to vulnerable populations. This position is part-time hourly. Childcare Assistants typically work Monday-Thursday, either the morning shift (9-11) or the evening shift (6:30-8:30) with some variation.

Primary Duties:

- Demonstrate and promote punctuality
- Maintain a safe, clean environment for several children from various backgrounds, ages 6 months +
- Establish and maintain on-going communication with parents
- Exhibit a genuine desire to engage children in structured play and learning practices
- Encourage children to partake in educational activities, including homework help

Minimum Qualifications

- High School Diploma or Equivalent, priority given to applicants with coursework in Early Childhood, Education, or related field
- Reliable means of transportation
- Some experience providing educational and/or social services to economically disadvantaged families and working directly with children, especially infants
- CPR/First Aid Certified preferred
- Bilingual (English/Spanish) preferred.

Compensation: Starting at \$12/hour

To Apply: Send résumé, cover letter, and availability to:

Kelsie.Jaing@foundcom.org

No phone calls, please.

Foundation Communities is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.