



## JOB ANNOUNCEMENT

**Position:** Special Event Teacher

**Location:** Hayward

**Hours:** On call; Friday mornings

**Start Date:** ASAP 2018

Including some evenings and weekends

**Salary:** \$14.00-\$17.50

Community Child Care Council (4Cs) of Alameda County is a nonprofit organization serving families and child care providers in Alameda County. 4Cs of Alameda County exists to develop and coordinate resources for families and children.

4Cs provides a wide range of services for all types of early care and education providers: teachers, directors, family child care providers and family, friend and neighbor caregivers. 4Cs is looking for a Special Events Teacher to join our team of passionate child care resource and referral (R&R) professionals. The Special Event Teacher reports to the R&R Coordinator, Parent Services.

This is a non-exempt position.

*4Cs was voted one of the "Best Nonprofits to Work For 2017 (top 50)" by the Nonprofit Times.*

### DUTIES & RESPONSIBILITIES

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- Provide developmentally appropriate care, supervision, guidance and activities for infants, toddlers, and preschool and school age children.
- Plan activities in advance as needed and inform Lead Teacher when supplies are needed.
- Set up activities in child care area.
- Clean up child care area at the end of each session.
- Pick-up and return child care materials to 4Cs office as needed.

### QUALIFICATIONS

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- Six early childhood education units preferred
- Must have at least one year child care experience
- Ability to speak Spanish and English preferred
- CPR/First Aid Certification, TB test and immunizations required
- Must be Trustline cleared, have FCC license or Child Care Center background check

To apply, please send resume and cover letter to:

4Cs of Alameda County

22351 City Center Drive

Hayward, CA 94541

Fax: 510 538-1736 or Email: [resumes@4c-alameda.org](mailto:resumes@4c-alameda.org)