

Assistant / Early Childhood Educator II or III

Job Title: Assistant / Early Childhood Educator I or ECE II

Reports To: Director of Programming

Location: Saint Louis Park, MN 55426

Salary range: \$18/hr - \$19/hr

Additional pay for Multi-language Staff

Position type: Full Time + Benefits

Mission and Vision of Rise Early

The goal of Rise Early Learning Center (Rise Early) is to holistically and equitably support the developmental needs of young children from families of varying incomes, races, ethnicities, religions, and cultures to promote long-term social, emotional, and academic developmental success. We help children and families thrive in a community of promise.

Rise Early has partnerships with CommonBond Communities, Way to Grow, funding partners, and other key community stakeholders to provide comprehensive resources and offer a suite of services to families and children who may benefit from extra support. By offering early childhood education adjacent to affordable housing within the Rise on 7 building, Rise Early will strengthen families by providing a family-centered approach to education and respecting cultural differences that exist in each family.

Guiding Principles | PERCS

Provide whole family and family-led support

Equitably support child development

Respond to community needs

Commit to openness and trust

Strengthen early childhood education professionals

Rise Early will provide high-quality early childhood education (ECE) that is accessible to all children, designed to support racial, cultural, and ethnic diversity holistically and equitably through play-based, anti-bias, trauma-informed learning experiences for up to 62 infants, toddlers, and preschool-age children.

Equity Statement

To Rise Early Learning, equity means creating conditions that enable everyone to reach their full potential. We strive to make equity part of our everyday operations and embed it within our mission. In order to advance equity, we engage under-represented and historically excluded communities as we make decisions and take action, while understanding history and considering how bias and oppression impact individuals, institutions, and systems.

Position Summary

The ECE I or ECE II will advance Rise Early's mission to holistically and equitably support the developmental needs of young children from families of varying incomes, races, ethnicities, religions, and cultures to promote long-term social, emotional, and academic developmental success. They will accomplish this goal by providing continued support in one of the center's 4 classrooms in partnership with two lead teachers to make a teaching team.

General Expectations

- Daily support of individualized learning plans that meet the individual needs of young children and adhere to an anti-bias, nature-inspired, play-based, informed philosophy
- Model social/emotional skills development / Adhere to positive behavior guidance practices
- Collaborate with classroom teachers in planning, development, and implementation
- Support teachers in maintaining the assessment records for each child
- Cultivate and maintain an inclusive culture in the classroom for all children and families
- Manage health and food needs for children in the classroom per Child and Adult Care Food Program (CACFP), Department of Human Services (DHS), and Minnesota Department of Health (MDH) guidelines
- Model and practice confidentiality to all family members, children, and staff
- Actively participate in individual curriculum coaching and professional development opportunities, aligning with personal SMART goals
- Support environment design while maintaining clean, organized, and aesthetically beautiful classroom and center spaces
- Connect experiences within the school, other centers, and community. ECE II and ECE IIIs are responsible for maintaining a relationship with one community organization within St. Louis Park to act as a liaison between Rise Early staff & families and the community.
- Maintaining health and safety in compliance with MN Licensing Rule 3 and early childhood best practices
- The philosophies, goals, and general policies of Rise Early Learning Center
- Ability to implement directions / take ideas into consideration from the Administration and colleagues
- NAEYC Advancing Equity in Early Childhood Education position statement & NAEYC Code of Ethical Conduct
- Attend all required meetings

Health and Safety

Support the implementation of meeting standards of MN DHS licensing regulations, MN Visiting Nurse Policies and Procedures, and Hennepin County Health Codes.

Curriculum & Pedagogy

- Support the implementation and development of Rise Early's curriculum and learning experiences within the classroom environment
- Rise Early philosophies of practice include (but are not limited to):
 - The Reggio Emilia Approach
 - Positive Behavior Support
 - NAEYC
 - Nature Explore
 - Parent Aware
 - MN Early Childhood Indicators of Progress
 - Trauma informed best practices

- Developmentally Appropriate Practices
- Support teachers with family conferences and intentional two-way communication.

Communication

- Greet children and families, colleagues, and stakeholders in a welcoming manner
- Share essential information with teaching teams and/or families (i.e., classroom counts, parent messages, children's needs, daily notes, environmental needs, etc.)
- Support teacher to update daily notes, documentation, and conference planning regularly and as appropriate

Equity, Inclusion, and Belonging

- Holistically and equitably support the developmental needs of diverse young children to promote long-term social, emotional, and academic developmental success
- Seek independent growth and development to understand race, culture, and identity. Including but not limited to reflective practice, professional learning communities, and professional development to strive to cultivate more equity, inclusion, and belonging

Qualifications and Experience

Skills / Knowledge

The ECE I must be building proficiency in:

- Early childhood stages of growth and development
- Social/emotional and physical health of children
- Building family relationships and connection
- Prompt, strong communication, interpersonal relationship-building skills with colleagues, community, and children
- Classroom management
- Organizational skills

The ECE II must be proficient in:

- Early childhood stages of growth and development
- Social/emotional and physical health
- Building family relationships and connection
- Prompt, strong communication, interpersonal relationship-building skills with colleagues, community, and children
- Classroom management
- Organizational skills
- Ability to implement directions / take ideas into consideration from the Administration and colleagues

Preferred

- Fluency in a language other than English - Additional pay compensation provided for multi-lingual staff.
- Competency in Minnesota Knowledge and Competency Frameworks
- Commitment to continuous quality improvement by seeking external learning experiences
- Working knowledge of Rise Early's philosophies

Education

ECE I must have the following:

- Current CDA

ECE II must have the following:

- Associates Degree or Currently Enrolled in Associates Degree
- 2080 hours of classroom instruction experience

Physical Requirements

- Lift up to 40 pounds
- Must be eighteen years of age
- Stand up 95% of the day
- Assume postures in low-level positions for physical and visual contact with children
- Bend to perform various tasks numerous times throughout the day, stoop, sit on the floor,
- Frequently move from a seated position to a standing position
- Perform all activities with children, i.e., jump, dance, and run, etc., for extended periods of time.
- Have acceptable hearing and visual capabilities to monitor the environment and children's well-being
- Be highly flexible and adaptable, able to engage in multiple tasks, able to respond quickly and appropriately to changing needs of children, staff, and parents
- Work hours/schedules to meet the needs of the center

Benefits

- Employer contribution for health & dental insurance
- 403 b with employer match of 50% of 6% of salary
- Paid Time Off, Sick days, Mental Wellness Days, 2 Floating Holidays
- Potential tuition support

Non-discrimination

A. Rise Early Learning Center is committed to providing equal employment opportunities for all employees. Rise Early Learning Center does not unlawfully discriminate based on race, color, creed, religion, national origin, immigration or citizenship status, sex, marital status, parental status, status concerning public assistance, neurodivergent status, disability, gender identity/expression, sexual orientation or age.

B. It is the responsibility of all Rise Early Learning Center staff to comply with this policy conscientiously.

C. Any employee, parent or guardian having any questions regarding this policy should discuss it with the executive director of Rise Early Learning Center.