



## CAREER OPPORTUNITIES (As of August 18, 2020)

Come join Child Development Resources (CDR), a non-profit corporation committed to enriching and strengthening the lives of children and their families in Ventura County through quality child care and developmental services. For more information, please visit our site at [www.cdrv.org](http://www.cdrv.org)

**CDR OFFERS A COMPETITIVE EMPLOYEE BENEFITS PACKAGE INCLUDING:** Major Medical Plans, Dental, Vision, Life, Short & Long Term Disability, and Long Term Care Ins. for full-time employees (30+hrs/wk). Profit-Sharing (Retirement) Plan and Optional 403(b) Contribution, Paid Vacation, Personal, Sick, and Holiday Leave.

### **APPLICATIONS BEING ACCEPTED TO FILL THE FOLLOWING IMMEDIATE OPENINGS**

**CHILD CARE SERVICES MANAGER: \$71,646 - \$102,358/annual.** Implement and monitor program activities within the Child Care Programs Department (CCPD). Ensure implementation and compliance with program policies, operational procedures, legislation, state regulations, and other funder contractual requirements. Assist in the development of funding opportunities, including collaboration of services and program issues, and assistance with grant writing as assigned. Conduct all parent appeals and provider grievances ensuring proper resolution and follow up is completed. Orient, train, supervise and meet regularly with child care services supervisors providing technical assistance and support. **Reqr's:** Min BA/BS in social welfare, social services, child development, education, public or business administration, or another related field. Min four (4) yrs. caseload supervision and management experience in any of a variety of public or private non-profit assistance programs which included program planning and organizing. Min 3 yrs. exp. in training and supervision of staff. *Bilingual (Eng/Span) pref.*

**CHILD CARE SERVICES SUPERVISOR (Parent Services): \$54,153 - \$69,822/annual.** Train, supervise, and evaluate the performance of the assigned parent services specialists and subsidized unit clerk. Assign and review case files to ensure compliance with Funding Terms and Conditions, regulations, and procedures. Monitor and document enrollments, transfers, and terminations. Monitor re-certifications. **Reqr's:** Min AA/AS in sociology, behavioral science, psychology, human service, public admin, child development, or related. Min 3 years' paid work exp in a social service administrative position, which included program planning, organizing and caseload management. Exp must also include a minimum of one (1) year of staff training and supervision or lead position. *(Eng/Span) pref.*

**SITE SUPERVISOR (Head Start & State Center Based Preschool): \$4,512 - \$5,476/month (up to \$5,805/mo. for oversight of center with over 40 children).** Direct Head Start and/or state preschool center activities and provide staff supervision, guidance, and leadership. **Reqr's:** BA/BS with coursework equivalent to a major relating to ECE and a state awarded site supervisor permit. Min 4 yrs. preschool teaching exp. + min 2 yrs. staff supervision. *Bilingual (Eng/Span) pref.*

**MENTAL HEALTH/DISABILITIES SPECIALIST: \$21.86 - \$32.03/hr.** Conduct observations and provide coaching, mentoring, and technical assistance on effective teacher-child interactions, effective social-emotional practices, child observations, curriculum fidelity, individualization, and responsive learning environments to help instructional staff promote healthy social-emotional development in children and meet the needs of children with disabilities. **Reqr's:** Min BA/BS in child development, ECE, human development or in a \*related field. Min 3 yrs. exp. in a teaching capacity working with young children (birth to five), including children with disabilities. *\*Alternate Education Requirement: A bachelor's or advanced degree in psychology, sociology, social work, or special education and a minimum of a state-awarded master teacher permit. Bilingual (Eng/Span) pref.*

**FAMILY DEVELOPMENT EDUCATOR (Early Head Start): \$18.88 - \$27.97/hr.** Recruit, enroll, and case manage families in the Early Head Start in-home visitation program. **Req's:** Min of a state-awarded child development associate teacher permit or AS/AA in child development, ECE, or \*related field with equivalent child development coursework Min of 2 yrs exp in a childcare program as a preschool or infant/toddler teacher or in a social service, community-based agency providing case management services. Six units in infant/toddler dev. Those hired and who do not possess six infant/toddler units will be required to enroll in and complete within one year of hire date as a condition of employment. *Bilingual (Eng/Span) pref.*

**TRAUMA-INFORMED CARE TRAINER (Bridge Program): \$21.86 - \$32.03/hr.** Coordinate and provide Trauma-Informed Care (TIC) training, coaching, and support services to licensed and licensed-exempt child care providers providing care for children in the Emergency Child Care Program for Foster Children (Bridge Program). Assist in the development and preparation of statistical data and reports. **Req's:** Min of a BA/BS in child or human development, ECE, or closely related field. *Those holding a degree in a closely related field must possess a minimum of 24 completed units in child development or ECE.* Min 3 yrs. experience working with young children zero to five (0 to 5) years of age in a center based or family child care setting. Experience should include providing technical assistance, consultation, training and support to child care providers or early learning personnel. *Must obtain trauma-informed care trainer certification within 12 months of hire as a condition of employment.* **Bilingual (Eng/Span) req'd.**

**HOME-BASED TEACHER (Head Start): \$18.88 - \$27.97/hr.** Plan and implement open-ended educational activities between child and parent for preschool-age children in the Head Start in-home visitation program. **Req's:** Min of a state-awarded child development teacher permit or AA/AS in child development, ECE, or \*related field with equivalent child development coursework. Min 2 yrs.' paid exp in a preschool age instructional capacity. **Bilingual Eng/Span skills req'd.**

**TEACHER (Head Start Preschool): \$17.98 - \$27.97/hr.** Requires min 2 yrs. preschool teaching exp and \*AA/AS in CD/ECE or related and a state-awarded CD associate teacher permit or higher. *(If hired without permit must qualify for and apply within 60 days)* \*BA/BS in CD/ECE or related field and bilingual (Eng/Span) pref.

**ASSISTANT TEACHER (Head Start): \$13.93 - \$17.70/hr.** HS grad or equiv. Min 6 months paid/volunteer preschool classroom exp. Min 12 CD/ECE units a state awarded CD associate teacher permit or higher. *(If hired without permit, must qualify for & apply within 60 days. (AA/AS in CD/ECE or related may sub for permit.)* *Bilingual (Eng/Span) pref.*

**APPLY TO**  
**Child Development Resources**  
221 E. Ventura Blvd.  
Oxnard, CA 93036  
(805) 485-7878 Ext. 0  
[www.cdrv.org](http://www.cdrv.org)

**Initial wage/salary placement is within the range advertised for each position and based on each individual's related experience, skills, and education.** All positions are considered full-time and open until filled unless indicated otherwise. **Note:** Most positions are year-round except for select Head Start teaching and food services staff who usually works Sept-May or June depending on assignment. New hire candidates will be required to pass a pre-employment job-related physical examination (paid by CDR). **Candidates selected for a position in the Head Start Program will also be required to pass a pre-employment federal & state child abuse and criminal background clearance and TB test.** Review the pertinent job description for driver license, auto, and insurance requirements. An agency application must be completed to be considered. CDR is an Affirmative Action/Equal Employment Opportunity Employer and encourages minorities and applicants from diverse backgrounds and cultures to apply.