



JOB DESCRIPTION

TITLE: BILINGUAL EDUCATOR (SPANISH-SPEAKING)

REPORTS TO: PROGRAM SPECIALIST

SUMMARY OF POSITION:

Responsible for the education, supervision, and facilitation of ESCAPE's curricula to program participants in Spanish and English.

REQUIREMENTS FOR APPLICATION:

- Master's Degree in social work, education, and/or related field
- Ability to read, write, and communicate effectively in Spanish and English
- Understanding of child development, healthy family dynamics, and positive parenting
- Knowledge of the causes of child abuse and prevention techniques
- Belief in the ability of persons to positively change their behaviors
- Understanding of group dynamics and teaching methodologies to provide program delivery effectiveness
- Belief that there are effective alternatives to physical punishment
- Free of criminal and CPS registry and background check
- Excellent communication and computer skills (EFRC Database, Word, Excel, Power Point)
- Reliable transportation and ability to travel in and outside outlying areas of Houston
- Ability to work a flexible schedule, including evenings and weekends

DUTIES OF POSITION:

- Responsible for the education and supervision of program participants, educators, student interns and/or volunteers
- Responsible for facilitating programs to meet yearly projections of services to clients as designated per fiscal year. Responsible for inputting accurate program data and statistical information for programs.
- Responsible for facilitating and presenting ESCAPE's curricula so that learning potential is maximized.
- Assists Program Evaluator(s)/Program Specialist(s) in the implementation of evaluation and tools of educator staff as needed.
- Assists in any research and information to promote up to date curricula and resources.
- Provides on-going training, evaluation, and mentorship of educator staff. Assists in the supervision of student interns.
- Responsible for being on-call as a substitute educator as needed.
- Attends community events, fairs, and provides presentations as needed.
- Works as a team player to promote a positive work environment.
- Travel to various locations in the city of Houston and outlying counties such as Montgomery, Fort Bend, Galveston, Liberty, & Chambers.
- Responsible for adhering to the policies, procedures and professional ethics of ESCAPE, as defined by the Educator and Employee Handbooks.

- Any other duties as requested by Chief Executive Officer, Chief Programs Officer and/or Chief Operating Officer.

TO APPLY, FAX OR EMAIL RESUME AND COVER LETTER.

NO PHONE CALLS PLEASE!

ESCAPE Family Resource Center, Attn: Luz Mosquera

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Agency Website: www.LearnToParent.org