

YWCA of Minneapolis Job Posting	
Job Title:	School Readiness Coordinator (#058)
Site:	Midtown
Hours:	40
Pay:	
Job Summary:	Responsible for services to children including assessing and monitoring needs of all children, consulting with teachers and families. Act as a liaison to outside resources and specialized services as well as providing training to staff and giving direct service. Also responsible for coaching and supervising early literacy program at site.
Qualifications:	<p>Required:</p> <ul style="list-style-type: none"> • Must have a Bachelor's Degree in Early Childhood Education (ECE) or Child Psychology, elementary Education with 19 credits in Early Childhood Curriculum and Methods or a Bachelor's Degree in a related field with 24 credits in ECE and 2080 hours of classroom experience. • Demonstrate ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public. • Excellent oral and written communication. • Ability to demonstrate problem solving and sound decision. • Strong relationship building and interpersonal skills in dealing with individuals inside and outside the organization. • Must have exceptional customer service skills and proven ability to work independently as well as in a team setting. • Demonstrate ability to protect confidential information. • Must be able to regularly lift and/or move up to 50 pounds. <p>Preferred:</p> <ul style="list-style-type: none"> • First Aid and CPR certified • License in Birth to Kindergarten or Early Childhood School Education (ESCE) License
Job Posting Dates:	07/14/2010

Send applications and/or resumes with an unofficial copy of relevant transcripts:

YWCA of Minneapolis
 Attn: Human Resources
 1130 Nicollet Mall
 Minneapolis, MN 55403

Fax: 612-215-4103

E-mail: hr@ywcamppls.org

Website: www.ywcamppls.org