



MOSAIC
FAMILY SERVICES

Position: Child Care Specialist
Supervisor: Children's Services Manager
Program: Mosaic House
Location: Dallas, TX
Hours: M-F 8:30 AM to 5:00 PM
Type: Full-time
Classification: Non-exempt

ABOUT MOSAIC FAMILY SERVICES

Mosaic Family Services is a safe haven for survivors of human rights abuses including intimate partner violence and human trafficking. Mosaic provides shelter, counseling, and comprehensive social services as well as legal representation. Mosaic Family Services transforms, empowers, and rebuilds our clients' lives through culturally competent services.

Summary

The Childcare Specialist will provide advocacy and support to children and their guardians who are survivors of violence and help stabilize children exposed to the abuse of their parent and help restore a nurturing, healthy bond between parents and children.

Essential Functions and Responsibilities

- Provide parents and guardians with resources and referrals for childcare, children resources, and supportive community partners.
- Maintain behavior that is conducive to learning and interacting.
- Communicate with children in an age appropriate and developmentally appropriate manner.
- Individualize interactions to a child's special talents, interests, individual style, and cultural/family background.
- Update children's information and records as needed: medical, developmental, and socially.
- Organize a learning environment to maximize children's safety, security, learning, and ensure smooth transition from one activity to another.
- Facilitate curriculum for the children service program that focuses on open-ended play and child-led learning, where children are free to be creative in their playtime.
- Maintain applicable knowledge of Mosaic Family Services' and Texas Childcare licensing department policies and procedures.
- Participate in professional development, which includes staff meetings, training, conferences, as well as community education events as assigned.
- Perform other duties as assigned.

Education and Certifications

- Minimum associates degree in a social service discipline or child development or a year of experience in children services or working with youth.
- Valid Texas Driver's License.
- CPR/First Aid Certification

Experience and Knowledge

- Knowledge and understanding of the signs of child abuse, neglect and exploitation and the proper reporting procedures.

- Ability to effectively work and communicate (oral and written) with families and staff from culturally diverse backgrounds.
- Promote an atmosphere of respect and cooperation; maintain confidentiality regarding program participants.
- Ability to create and implement developmentally appropriate lesson plans, children literature, activities, and children meal plans.
- Strong organization and time management skills and ability to multitask in a fast-paced and changing environment.
- Ability to be flexible in meeting program needs, including working evenings, weekends, and holidays as needed.
- Ability to stand or sit on the ground for extended periods of time, set up and clean play areas, and other range of motions needed to interact with children.
- Fluency in a language other than English is strongly preferred.

Salary/Wage: \$31,200-\$37,440.00

Benefits:

- Health, vision, and dental insurance
- Life & AD&D insurance
- Retirement matching
- Paid time off, holidays, parental leave
- Employee Assistance Program

DEI Statement

Mosaic is committed to creating and advancing a culture of inclusion, diversity and belonging where all feel engaged, respected, and valued. Mosaic will not discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, gender, gender identity, sexual orientation, age, familial status, or disability. We strongly encourage persons with lived experiences of our client populations in addition to members of traditionally underrepresented communities to apply, including people of color, LGBTQIA+ identified people, gender-nonconforming people, people with disabilities, veterans, and people who speak a language in addition to English.

To apply for this position, please send a cover letter and resume to hr@mosaicervices.org.