



Position Title: Babysafe/Infant CPR Instructor

About Us: Babysafe is an infant safety class within the Great Start™ program of Parent Trust for Washington Children (PTWC), a non-profit, 501(C)(3) agency. Agency-wide, PTWC directly serves 15,000 family members each year, helping them to be healthy, safe, and strong. Great Starts™ Program (previously known as Childbirth Education Association of Seattle) has offered childbirth and parenting classes in the Seattle area, as well as training and certification of professional childbirth educators, for over 60 years. Our focus is on informed decisions: we educate parents about their options using evidence-based information, and encourage them to choose what best meet their personal needs, values, and priorities. Our classes serve approximately 5,000 people annually with topics that include healthy pregnancy, prepared childbirth, newborn care, breastfeeding, Conscious Fathering™, infant safety (including injury prevention, infant CPR and choking rescue), and others. To learn more about Parent Trust for Washington Children, go to www.parenttrust.org.

Job Details: Great Starts™ Babysafe is a 4-hour classroom-based course. Its purpose is to provide information to parents and caregivers in a way that empowers them to make educated decisions about their child's safety relevant to the first year of life. Our emphasis in these classes is on providing non-judgmental, research-based information, using interactive and engaging teaching techniques on best practices and tips for how to trouble-shoot safety issues. Each class includes one hour of infant CPR/choking rescue instruction and practice, and three hours of injury prevention information. Instructors use an official American Heart Association video and curriculum for the CPR/choking rescue portion with hands-on practice with infant mannequins. We have our own standardized curriculum for the injury prevention portion of the class, which covers tips for reducing the likelihood of injury from a variety of known risks for children in the first year of life. Main topics include: home safety (fires/burns, drowning, poison, obstructed airway, falls), coping with crying, baby-wearing, sleep safety, and motor vehicle safety. A curriculum-approved PowerPoint is provided; however, instructors have flexibility with teaching methods and presentation style and must be able to provide their own laptop computer if needed (some sites, but not all, have laptops and digital projector available). The outcomes we want for our class participants include: increased confidence and knowledge on how to make informed decisions, understanding of the capabilities and safety needs of infants in their first year of life, and a stronger connection to important safety resources in the community. Class size is typically 5-8 couples.

Work Hours: Class times are typically Saturdays, 9:30 a.m. – 1:30 p.m., with 30 minutes before and after class for set up and clean up included (5 hours of paid work time scheduled, travel time and mileage may be reimbursed under limited terms). Occasional Sundays (morning or afternoon) or possibly two-part 2-hour evening classes on weeknights (7-9 p.m.) may also be required. Instructors may teach one class per month or as many as four or five classes, depending on scheduling and substitutions needs, with 1-2 classes per month being the average. Work hours are not guaranteed and subject to enrollment minimums; however, cancellations are rare.

Assigned work location: The Great Starts™ Babysafe classes are currently offered year-round at four locations in Seattle and Mountlake Terrace: Seattle Children's Admin Bldg, UWMC Roosevelt Clinic, Northwest Hospital, and Hall Creek Business Park (Mountlake Terrace). **We are looking to expand to Renton.** Instructors are typically assigned to a designated "home teaching location", but expected to be available to teach as any of the locations as needed. Travel time and mileage may be reimbursed for limited authorized work assignments.

Job tasks include, but not limited to:

- Set up/clean-up classrooms and equipment in a timely manner, using proper sterilization techniques for CPR equipment.
- Facilitating 4 hours of learning time per class, following approved curriculum while also adjusting to individual class needs, discussions, and adult learning styles in a welcoming and non-judgmental manner.
- Collect and submit accurate class attendance records, evaluation and demographic data per class in line with our program billing, reporting, and auditing requirements.
- Maintain client and staff confidentiality.
- Timely and effective communication by phone, email and other written formats, and in person with manager, staff, project partners, affiliates, and service clients as needed.

- Provide excellent service for class participants, program partners, and colleagues.
- Work independently to prioritize work activities and to troubleshoot, problem solve, and coordinating issues related to class presentation and A/V material or site logistics, as needed.
- Monitor classroom and teaching supplies, report any needs or concerns to Program Manager or Coordinator.
- Maintain knowledge of current community resources, safety guidelines, and curriculum updates.
- Provide back-up support/substitute for other Babysafe instructors as needed and available.

Required Minimum Qualifications

- Bachelor's degree, or Associate's degree with 2 or more years of experience, or other equivalent experience in public health, community health promotion, or infant and early childhood development, or other closely related field (A college degree in any other field *with* 3 or more years directly related work experience may be substituted for the education requirement).
- BLS Certified, must include infant CPR and choking rescue (or able to obtain within 45 days of hire).
- Demonstrated experience providing excellent customer service & facilitating or supporting adult learning environments.
- Demonstrated positive experience working with culturally diverse populations.
- Skilled working with computers: email, PowerPoint, and Microsoft Word & Excel, Google Drive documents, etc.
- Educators must be committed to collecting and submitting critical program data.
- Able to carry equipment/materials as needed to set up classroom.
- Committed to proper sterilization methods for CPR practice equipment.
- Have reliable transportation and maintain the appropriate insurance, registration, and licensing for personal vehicle.
- Must be US Citizen or eligible to legally work in US, and pass background check.
- Able to lift/move equipment/materials as needed (up to 35 lbs).

Strongly preferred skills/experience:

- Experience as an injury prevention educator and/or experience in community or parent education.
- Current CPR certification from the American Heart Association (min. BLS Heartsaver) at time of hire. BLS-Healthcare Provider certification is required prior to independent teaching (must include infant CPR and choking rescue).
- Current certification as a Child Passenger Safety Technician.
- Work or volunteer experience in the injury prevention field.
- Current knowledge of relevant class safety topics (listed above), including safe sleep and car seats.
- Knowledge and experience with adult learning styles and needs, including cultural sensitivities.
- Education or experience working with expectant or birthing families, or families with infants less than 1-yr of age.
- Excellent verbal and written communication skills.
- Good organizational skills, with excellent attention to detail.
- Ability to work effectively as a team member, follow verbal and written directions.
- Willing and able to learn about parenting-related classes and resources in order to provide sound information to prospective clients.

Compensation/benefits:

- \$20-\$30/hr instructor wages (DOE); City of Seattle small-business min. wage for meetings, travel, and trainings at PTWC events.
- Mileage reimbursement and travel time compensation for use of personal vehicle for official work tasks (not related to commuting to/from designated home-teaching site).
- Accruing sick/safe pay (1 hr of sick/safe pay for every 40 hours worked).
- In-house profession training opportunities related to pregnancy, childbirth, early parenting, and safety education.

Application Closing Date: On-going. Check our website for priority application dates (<http://www.parenttrust.org/about-us/employment/>) Hiring is conducted, as needed, through the year to fill vacancies or as classes are added. We will contact those who have active applications on file when positions are available. Substitute positions may be available year-round.

Application Instructions: Send a professional cover letter, resume, and three professional references to Great Starts Program Manager, Audrey Miles-Cherney, acherney@parenttrust.org.