



**Position Title: Great Starts Childbirth Educator**

**About Us:** Childbirth and Parenting Preparation classes are offered 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 people each year, helping families 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 4,000 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](http://www.parenttrust.org).

**Job Details:** The Great Starts classes are offered throughout the Puget Sound region, currently as far north as Mountlake Terrace and as far south as Renton with seven individual teaching locations. Our emphasis is on providing unbiased, non-judgmental, research-based information, using interactive and engaging teaching techniques. The outcomes we want for our family participants include: increased confidence, knowledge of labor coping techniques, care options and how to make informed decisions, understanding of the needs and capabilities of a newborn, and a strengthened connection to other parents and resources in the community.

Childbirth classes are part of our multi-week Prepared Childbirth and Parenting series for expectant parents. These series are taught in two primary formats:

- Weeknights (approx. 6-9:30 p.m.), which includes up to 2.5 hours of instruction time each week, for 6-8 weeks total, plus set-up and clean-up time. Breastfeeding and newborn care are included on weeks 5 and 6.
- Weekends (approx. 8:30 a.m.-3:00 p.m.), up to 15 hours of instruction time over 3 weeks, with breastfeeding and newborn care on week 3.

We have a standardized curriculum, which includes specific content required by Medicaid; however, instructors have flexibility with teaching methods and presentation style. Instructors teach in an unbiased, non-judgmental manner with evidence-based content. In our classes, we use the text, *Pregnancy, Childbirth, and the Newborn*. Class size is typically 4 - 16 couples. To learn more about our classes, go to <http://www.parenttrust.org/families/classes/>

**Locations and Days/Times:** Multiple locations: Seattle (Rainier Ave S, U District, Northgate), Bellevue, Renton. Classes are weeknight evenings (Mondays, Tuesdays, Wednesdays, and Thursdays), Saturday mornings and afternoons, and occasional Sunday afternoons or evenings. We schedule classes several months in advance. Beyond the minimum, teaching load is based on a combination of instructor preference and agency needs. Work hours are not guaranteed and subject to enrollment minimums; however, cancellations are uncommon.

**Job tasks include, but not limited to:**

- Instructors are required to teach a *minimum* of 45 class hours per year (approx. 3 standard series) and attend at least three in-service meetings annually. Beyond the minimum, teaching load is based on a combination of instructor preference and agency needs.
- Set-up/clean-up classrooms and equipment in a timely manner.
- 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 Assistant.
- Maintain knowledge of current community resources, relevant guidelines, and curriculum updates.
- Provide back-up support/substitute for other CBE instructors as needed and available.

**Required Minimum Qualifications:**

- All applicants must have completed a childbirth educator training workshop that was 20 or more hours in length, and included multiple practice teaching sessions, as approved by Great Starts, ICEA, or Lamaze.
- Demonstrated experience providing excellent customer service & facilitating or supporting adult learning.
- 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 (up to 35 lbs).
- Committed to proper sterilization methods for CPR practice equipment.
- 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.
- Demonstrated ability to communicate clearly and effectively in English.
- Able to work evenings (M-Th), 6:00-9:30 pm, and weekends (8:30 am-3:00 pm).

**Strongly preferred skills/experience:**

- Experienced childbirth educators who are certified by Great Starts, ICEA, and/or Lamaze.
- Bachelor's degree or higher, or Associate's degree with 2 or more years of experience, or other equivalent experience in a health profession, public health, community health promotion or adult education, 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).
- Experience as an injury prevention educator, lactation educator, car seat safety technician and/or experience in other community health or parent education.
- Knowledge and experience with adult learning styles and needs, using cultural awareness.
- Education or experience working with expectant or birthing families, or families with infants less than 1-yr old.
- 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 class participants.

**Compensation/benefits:**

- After initial training period, you will be compensated \$25/hr for instruction-time, set-up and clean up paid at half the teaching rate; City of Seattle minimum wage for meetings, travel, and trainings at PTWC events (including non-Seattle sites). Yearly raises beyond this rate are at the discretion of the PTWC Board of Directors.
- 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).
- Free in-house profession training opportunities related to pregnancy, childbirth, early parenting, and safety education.

**Application Closing Date: 9/30/19.**

**Application Instructions:** Send a professional cover letter, resume, and three professional references to Great Starts Program Manager, Sally Brady, [sbrady@parenttrust.org](mailto:sbrady@parenttrust.org)