

Paid Internship Position **Early Childhood Education Center (ECEC)**

St. Vincent's is currently seeking Interns to assist at their Early Childhood Education Center. Since 1858, St. Vincent's has been providing affordable, quality childcare in a safe, loving, and nurturing environment. The Center is open year-round and is licensed for infant, toddler, and pre-school age children.

Job description:

Assist teachers with all classroom areas, and provide a nurturing, safe environment for children ages 6 weeks to 5 years of age, to include:

- Monitor nap rooms while children are asleep for safety.
- Participate in project work
- Assist with daily routines and organization
- Toilet and diaper children
- Clean, disinfect toys
- Work on memory books
- Prepare bulletin boards
- Fold laundry
- Organize files
- Update iPad and parent communication application
- All other duties requested by administration

Candidates must have:

- High school diploma
- 18 years of age or older
- COVID Vaccination required
- Interest in early childhood education
- Desire to work 12 – 35 hours per week consistently
- Current First Aid/Pediatric CPR certification
- Must provide official/unofficial transcripts.

ST. VINCENT'S OFFERS EDUCATIONAL REIMBURSEMENT FOR ECEC INTERNS

Reimbursement will be made according to the following schedule:

- **2 Unit ECE Course** = Up to \$150.00 Reimbursement
- **3 Unit ECE Course** = Up to \$300.00 Reimbursement
- Courses that exceed 3 units will be paid at the 3 unit level.
- A maximum of 2 courses per term (semester/quarter) will be reimbursed.

ADDITIONAL PROGRAM INCENTIVES

As a means of attracting and retaining talented and experienced future Teacher candidates for our program, St. Vincent's offers the following additional incentives beyond the educational reimbursement:

- **Completion of 6 ECE Units** = Up to \$150.00
- **Completion of 12 ECE Units** = Up to \$300.00
 - Interns will become eligible and may transition to a **"Teacher's Assistant"**
 - If transition occurs, hourly wage will increase by \$1.00/per hour
 - Will be eligible for full benefits if regularly scheduled to work 20 or more hours per week.

Must pass criminal background fingerprint check and pre-employment negative TB test.
Vaccinations must also be up to date with certifications provided.

\$ Hourly Pay/DOE \$ – Position is for a paid internship program Monday through Thursday, part time.

Opened in 1858 by the Daughters of Charity of St. Vincent de Paul, St. Vincent's is a Roman Catholic organization serving the needs of the Santa Barbara Community. For more information regarding St. Vincent's and its mission, please view our website at <http://stvincents-sb.org/>.