

Education Specialist

All My Children FCCN

Brooklyn, NY 11213

Education Coordinator

Full-time

Onsite

\$22.30 - \$24.00 an hour

Posted on September 5, 2025

Organization Statement

All My Children Daycare FCCN cultivates a safe, warm, and nurturing environment where young children can learn, play, and thrive with confidence. We're dedicated to preparing each child for school and life by fostering discovery, choice, and lifelong appreciation for learning in an eco-friendly, community-centered setting

Job Description

Job Overview

We are seeking a dedicated and passionate Education Specialist to join our team. The ideal candidate will have a strong background in early childhood education and a commitment to fostering a positive learning environment for children. This role involves working closely with educators, parents, and students to enhance educational outcomes through innovative teaching strategies and support services.

Responsibilities

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- Under the guidance of the FCC Education Director, the Education Specialist supports affiliated providers in delivering high-quality early childhood education. Responsibilities include:
- Providing twice-monthly, strength-based coaching aligned with DOE's Early Childhood Framework for Quality (EFQ).
- Supporting implementation and adaptation of a developmentally appropriate, evidence-based mixed-age curriculum.

- Assisting providers with child observations, assessment data entry, lesson planning, and parent engagement.
- Ensuring provider compliance with OCFS/DOH/DOE training and regulatory guidelines.
- Maintaining accurate documentation, provider files, and coaching records.
- Coordinating and supporting professional learning days, workshops, and special events.
- Coaching teachers and daycare staff towards program quality enhancement
- Collaborating with families, providers, and community partners to support children's developmental and special needs.
- Assisting with outreach, enrollment, and general administrative duties.
- Conducting assessments and helping integrate literacy, speech, music, and behavior-based supports into the curriculum.
- Guiding parents with resources to support their child's learning

Requirements

- Bachelor's degree in Early Childhood Education or Infant/Toddler Studies (required)
- At least 2 years of experience teaching children infants, toddlers or preschool (required)
- Experience in family child care and/or with infants and toddlers (preferred)
- Strong time management, organization, and multitasking skills
- Professional, punctual, and detail-oriented
- Excellent verbal, written, and listening communication skills
- Team-oriented with a deep appreciation for the diverse needs of children, families, and providers
- Willingness to travel within the FCC Network catchment area
- Must maintain all required certifications and clearances
- Must pass Comprehensive Background Clearance (CBC) and have no criminal or child abuse record
- Physical exam and PPD (tuberculosis) clearance required
- A passion for supporting children's development through innovative educational practices.

Qualifications

- Bachelor's degree in Early Childhood Education or Infant/Toddler Studies OR 30 ECE credits (required)

- At least 2 years of experience teaching children infants, toddlers or preschool (required)
- **Minimum Education Level:** Bachelor's Degree
- **Preferred Education Level:** Bachelor's Degree

Application Instructions

Please email your resume to schuzhin@amcnyc.com or call at 7187243577.

Join us in making a difference in the lives of young learners by applying your expertise as an Education Specialist!

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