



Early Childhood Development (ECD) Trainer Full-time/ Part-time

Job Description

Position: Early Childhood Development (ECD) Trainer

Report to: Program Director

Job Requirements

- Possess a minimum of a Higher Diploma in Early Childhood Education and at least 1-2 years working directly with young children
- At least 1-year experience teaching and/or training adult learners, such as parents, grandparents, caregivers
- Working knowledge of best practices for care and education of young children
- Subject-matter expertise on children; working with infants and toddlers and children at-risk is desired
- Strong oral presentation skills
- Strong interpersonal skills
- Fluent in Cantonese and English proficiency
- Flexible, positive attitude, cooperative and collaborative team member

Job Responsibilities

- Provide assistance, guidance and support to the Hong Kong Programs Team
- Assist with conducting in-person training on Early Childhood topics, in-person training, engaging in home visits, and sharing best practices in early care and education to adult learners who have direct interaction with young children from 0 to 6 years old
- Coordinate and promote active, hands-on, and creative play with children at the Centre; emphasize the importance of play with adults and caregivers at the Centre
- Help with the appropriate preparation and arrangement of the training room with the required materials prior to each session

- Aid in the facilitation and response to learners' comments and questions in both the in-class training/workshop and the online platform
- Support the promotion of a positive and engaging learning atmosphere for both the in-class training/workshop and online platform for learners
- Help with reviewing and supporting the development of the quality program content in response to learners' feedback and new developments in the relevant field.
- Keep up to date on current knowledge and best practices in the fields of child development and early education
- Collaborate with the Hong Kong Programs Team to develop and execute new, relevant content and programming to enhance and refresh Centre programming
- Attend and participate in community days and events to promote OneSky programs
- Work closely with and support the Hong Kong Programs Team and the Program Director
- Attend regular debriefings on training matters
- Other relevant duties as assigned