



Position Title: Part-Time Bilingual Business Development Coach
(English/Spanish)

Reports to: New Haven Co-Director

Position Status: Part-Time

Location: New Haven, CT

Target Start Date: June 15



About All Our Kin

[All Our Kin](#) is a nationally recognized nonprofit organization that trains, supports, and sustains family child care providers to ensure that children and families have the foundations they need to succeed in school and in life. At All Our Kin, we support family child care providers at every stage of their development – from parents and caregivers to professional educators and business owners – using a strength-based, high-touch approach. Through our programs, family child care providers succeed as early childhood educators and small business owners; parents have access to high-quality, affordable child care, making it possible for them to enter into and remain within the workforce; and infants and toddlers gain the enriching experiences that prepare them to succeed in school and in life. All Our Kin is recognized as a [national model](#), and has been [proven through studies](#) to raise the quality, availability, and sustainability of family child care.

All Our Kin first opened its doors in a housing development in New Haven, Connecticut in 1999. Today, we serve over 600 family child care providers in five Connecticut cities and the Bronx.

What You Will Do

We are searching for an enthusiastic teammate who is looking to make an impact and is excited about being a part of an effective, growing organization. This part-time position is supervised by the New Haven Co-Director. All Our Kin has offices in New Haven, Bridgeport, & Stamford, CT and now in the Bronx, NY. The Business Coach will work part-time within the New Haven network.

- You will offer one-on-one, in-home, business coaching to providers on topics such as:
 - Planning, developing, and implementing business strategies to run a successful small business;
 - Problem solving, money management, recordkeeping, and marketing strategies; and
 - Drafting contracts and policies, budgeting income and expenses, and growing their business.
- You will teach the Business Development Series in Spanish. This 30-hour course improves family child care providers' business knowledge. Classes are conducted during evenings and/or weekends.
- Play a role in managing and developing All Our Kin's zero interest micro-loan program.
- Link providers to community resources and supports.
- Participate in the site team by supporting events, coordinating with program staff, and responding to the unique needs of each community.



Who You Are

- You hold deep beliefs in and commitments to
 - Making high-quality early care and education available to all children;
 - Empowering small business owners to transform communities;
 - Combating systemic racism and injustice;
 - Building strong relationships; and
 - Focusing on community strengths.
- You are fluent in English and Spanish.
- You have a bachelor's degree or experience in business, economic development, public policy, or related fields.
- You understand small business topics such as contracts, accounting, insurance and marketing.
- You have experience coaching and/or teaching classes to large groups of adults.
- You are knowledgeable about community resources.
- You have experience working with people of many different racial, ethnic, and class backgrounds.
- You have reliable transportation to travel to clients' homes for individual coaching sessions.
- You are proficient in Microsoft Word, Excel, and PowerPoint.
- You are organized, independent, and have the ability to multitask.
- You are a creative problem solver, flexible, and appreciate working collaboratively.



What You Can Expect

All Our Kin is an innovative, high-impact organization that empowers a growing number of family child care providers, children, and families to succeed. As we scale All Our Kin's reach, we strive to maintain the collaborative, values-centered environment that is our hallmark and to continually invest in the backbone of our organization: our talented, mission-driven team. All Our Kin is an equal opportunity employer and recognizes that diversity and opportunity are fundamental to children's lives and to our work.

Some of the benefits we offer to our staff members include, but are not limited to:

- **Competitive salary** commensurate with experience
- **Medical, Dental and Vision Insurance**
- **Vacation time**- Three weeks paid annual vacation as well as federal holidays and a December holiday (typically December 24 – January 1)
- **Retirement Plan**- All Our Kin offers a 403(b) plan

How to Apply

Please send resume and cover letter to job.1btu4@allourkin.recruitee.com