



The Oaks Parent-Child Workshop

Position Announcement: Adjunct Faculty (SBCC) + Director (The Oaks Parent-Child Workshop), full-time, 12 months

Starting Date: August 24, 2026

ABOUT THE OAKS PARENT-CHILD WORKSHOP:

Since 1947, The Oaks Parent Child Workshop, a 501c3 nonprofit corporation, has been educating children and families in a cooperative morning preschool program. Our deep integration of parents/guardians into the operation of our early childhood program, combined with our adult education curriculum, generates a loving, dynamic, and committed community that is inclusive of children, parents, caregivers, and staff. We welcome families and staff of any racial, religious, or ethnic group to share in creating an optimal atmosphere for parents/guardians and children to grow together.

The Oaks Parent-Child Workshop serves a wide membership, providing a laboratory for adult education and an optimal learning experience for young children. Join us in building this unique community where parents, teachers, and children grow and learn together.

RESPONSIBILITIES:

This job posting is for two distinct roles with separate employers. This position announcement is intended to describe the general nature and level of work performed by the person assigned to the two roles. It is not an exhaustive list of all responsibilities, duties, or skills required of the person who holds these positions.

Adjunct Faculty (SBCC)

- Curriculum implementation for two morning labs and instruction of a weekly evening parent education lecture based on various ECE topics. (ECEP NC010 & NC011 SBCC courses)

Director (The Oaks Parent-Child Workshop)

- Serve as the Executive Director of the nonprofit (501c3) and work in collaboration with the parent governing Board.
- Collaborate with the staff and membership to provide a safe, nurturing, and developmentally appropriate early childhood program.
- Maintain a collaborative and inclusive partnership with parents/guardians, staff, and children.
- Respect and nurture the strengths and growth potential of members, provide challenges for adults' and children's growth.
- Share responsibility for maintaining organization of the environment, facility, equipment, and materials. Collaborate and participate with staff and parents.



- Be responsible for daily attendance keeping, document child observations, and conduct parent/guardian-teacher meetings as necessary, and schedule parent/guardian work and sub days.
- Facilitate and coordinate staff meetings, staff professional development, special events, celebrations, and fundraisers.
- Maintain and build on collaborative relationships with Community Care Licensing, SBCC, and the ECE community.
- Demonstrate leadership at the PCW and motivate others by aligning your actions with shared values that are aligned with the PCW mission statement.

HOURS & COMPENSATION:

The instructional component of the position is fulfilled through Santa Barbara City College (SBCC) as a part-time adjunct faculty member. SBCC provides compensation for two morning lab classes and one weekly evening lecture in accordance with the SBCC School of Extended Learning salary schedule, based on qualifications and years of experience. This portion of the role follows the SBCC PCW Academic Calendar.

The Director role is employed by The Oaks Parent-Child Workshop and encompasses full-time leadership and operational responsibilities, including program oversight, staffing, enrollment, compliance, and organizational management. Compensation is provided by The Oaks and is commensurate with experience. This position is full-time and year-round.

MINIMUM QUALIFICATIONS:

Bachelor's degree or higher in child development, early childhood education, human development, family and consumer studies with a specialization in child development or early childhood education, educational psychology with a specialization in child development, elementary education, psychology, or family life studies; AND two years of professional experience in early childhood education or parenting education.

1. The applicant shall also meet the licensing requirements for an early childhood education program in the State of California.
2. The following CCL requirements must be satisfied prior to employment:
 - TB test clearance and up-to-date immunizations/physician's report
 - Current Adult and Pediatric First Aid/CPR Certificate
 - Criminal background clearance
 - Mandated Reporter Online Training Certification
 - Pest Management in Child Care Centers Certification

DESIRABLE/PREFERRED QUALIFICATIONS:

- Site Supervisor Permit or Program Director Permit



- Successful experience working with parents/guardians and preschool-age children, in a parent-child cooperative workshop environment.
- Bilingual in English and Spanish.
- Awareness of current child development tenets and appropriate behavioral interventions.
- Experience in childcare licensing requirements and procedures.
- Ability to organize and develop educational programs for adults, work with a lay board, assist with fundraising activities, and familiarity with non-profit governance.
- Physical stamina and good health to carry out a dynamic program in a demanding physical environment.
- Knowledge of business practices and demonstrated computer skills.
- Proven ability to work with parents, families, and students of diverse cultural, linguistic, socioeconomic, academic, and disability backgrounds.
- Comfortable guiding parents/guardians in the care of program animals.
- Knowledge of practices of the Outdoor Classroom and experience planning outdoor spaces and gardening with children.

ADDITIONAL PERSONNEL BENEFITS:

Ten days of sick time are allotted per academic year (August - June).

- Stipend in lieu of benefits
- Option to participate in Cal Savers (un-matched, IRA)
- Additional benefits as offered by Santa Barbara City College to part-time, adjunct faculty, including 5 hours of paid professional development a semester.

Santa Barbara City College and The Oaks Parent-Child Workshop is an equal opportunity employer committed to nondiscrimination on the basis of national origin, religion, age, gender, gender identity, gender expression, race, ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, military and veteran status, or because he/she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics, consistent with applicable federal and state laws. Reasonable accommodation will be provided for applicants with disabilities who self-disclose.

For more information on the adjunct faculty position, please see [Faculty Positions and Information | Sorted by Relevance ascending | Santa Barbara City College Careers.](#)

Please send a cover letter, resume including three references, and transcripts to both:
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Director, Starr King Parent-Child Workshop



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