

**EMPLOYMENT OPPORTUNITY
FACT SHEET**

POSITION: Early Head Start - Teacher I

LOCATION: Malvern Early Head Start Center

HOURS: 40 hours per week

FULL-TIME: X

PART-TIME:

APPLICATION DEADLINE: Until Filled

DATE POSITION TO BE FILLED: As soon as possible

SALARY: \$ 9.13 per hour EXP Only or \$ 9.28 per Hour with CDA

JOB DUTIES:

Assist lead teacher in providing appropriate developmental materials and educational activities for Infant / Toddler children.

Assist in maintaining a safe, organized learning environment

Maintain up-to-date records on children.

Encourage parent involvement; including (2) two home visits each year.

Other duties as assigned.

EDUCATION REQUIREMENTS: High School diploma or GED and Child Development Associate (CDA) credential in Early Childhood or higher education in Early Childhood preferred. One-year certificate from college or technical school; or six months to one year related experience and/or training; or equivalent combination of education, training, and experience preferred.

EXPERIENCE NEEDED: Experience working with infants and toddlers in a pre-school environment preferred.

OTHER REQUIREMENTS: Pre-Employment Drug Screening and Criminal Background Check. Regularly must lift and/or move up to 25 pounds, occasionally up to 50 pounds.

DATE OF NOTICE: 01/09/18

Remove after: 01/19/18

“EQUAL OPPORTUNITY EMPLOYER”

Central Arkansas Development Council

To download Employment Application go to www.cadc.com or for more information call 501-315-1121