



JOB POSTING

DATE: April 10, 2019

DEPARTMENT: Head Start

POSITION TITLE: Full Day Assistant Teacher

SALARY RANGE: Commensurate to Assistant Teacher wages

HOURS: 40 hour per week and 35 hour per week positions available starting August through May

JOB SUMMARY: Work with preschool classroom teacher to plan and implement developmentally appropriate classroom activities for children ages 3-5 years for meeting the educational, social, emotional and physical needs of children. Supports team teachers as a liaison between the home and center to strengthen communications and encourage parent involvement. Assists teacher with required documentation for program requirements.

QUALIFICATIONS:

- Prefer experience working in a licensed child care setting, especially in the age group that the Assistant Teacher will be working with.
- Ability to work independently and as a team member.
- HS Diploma or GED and have a CDA (Child Development Associate), will enroll in a CDA credential program to be completed within 2 years, or are enrolled in a program leading to an associate or baccalaureate degree.
- Will complete and keep current Day Care required trainings as scheduled.

DIRECT DEPOSIT ELECTRONICALLY FOR COMPENSATION IS REQUIRED.

DEADLINE FOR APPLICATION: May 24, 2019

SEND RESUME' AND COVER LETTER TO THE ATTENTION OF: Debbie Hoffman, Early Childhood Assistant Director
PICCA Head Start, 145 E. Corwin Street, Circleville, Ohio 43113 or by email at dhoffman@picca.info

PICCA is an Equal Employment Opportunity Employer

Affirmative Action Policy Statement:

The Pickaway County Community Action Org. Inc. (hereinafter referred to as PICCA) hereby declares and affirms its commitment to equal opportunity in employment and provision of services. PICCA will comply with all requirements of the Civil Rights Act of 1964 and other applicable statutes, regulations, or executive order, which prohibits discrimination, based on race, color, national origin, sex, age, political affiliation, or disability. The organization maintains compliance with related statutes including but not limited to the Americans with Disabilities Act. PICCA also maintains a formal Cultural Diversity Policy.



Ohio Means YES-Response Line-Development Business 1-(800)-848-1300 Consumer hotline Call if you have concerns regarding Ohio's Home Weatherization Assistance Program.

PICCA is an equal opportunity provider and employer.

If you wish to file a Civil Right program complaint of discrimination, complete the USDA program Discrimination Complaint Form (PDF), found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866)632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to use by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-94010, by fax (202) 690-7442 or email at program.intake@usda.gov.