Head Start Assistant Teacher

NeighborImpact’s Head Start is expanding in Central Oregon! Are you passionate about children and families? Do you want to help Central Oregon children get the very best start in life? Are you working on your ECE degree or CDA? Then the Head Start Assistant Teacher position is for you! Come to work for one Oregon's 100 Best Non-Profits and help affect constructive change in people’s lives.

**Location:** Head Start locations in La Pine, Redmond & Prineville (this is considered a “floater” position where the floater will typically stay within the community they are hired in)

**Compensation:** $13.92/hour (plus .50 for Bilingual Spanish) - Non-Exempt, Union represented – after six working months and a positive review, wage will increase to $14.85/hour

**Hours:** 35 hours/week subject to normal school year furloughs (furloughs are approximately a total of 12-14 weeks per year)

**Benefits:** 100% premium paid Medical, Dental, Vision and Life Insurance, Agency paid Retirement plan (up to 6 %), almost 16 weeks of paid time total accrual during the first five years (increases after that), plus 10 paid Holidays annually and a separate sick leave accrual

**Deadline:** Positions remain open until filled

NeighborImpact’s Head Start program Overview

NeighborImpact Head Start and Early Head Start provides free quality preschool and social services to 445 children and families from pregnant woman to children ages 0-5 throughout Crook and Deschutes County. The program provides quality classroom learning in addition to resources that enable access to health and dental care, family support, nutritional meals, family engagement, social/emotional and physical development, nutrition and more. Head Start is actively working toward expanding the implementation of full day preschool in Central Oregon communities to support school readiness. For those interested in working for NeighborImpact’s Head Start program, job applications can be found at www.neighborimpact.org/jobs.

Overview of Key Duties and Responsibilities:

The Assistant Teacher assists the Center Team and teacher and cooperates in a supportive role carrying out developmentally appropriate activities. Promotes the health, nutrition and education of the children and attends to their safety and welfare. Supervised by the Site Lead, with daily tasks assigned by the classroom Teacher. Provides safe bus transportation for Head Start children as assigned.

**POSITION QUALIFICATIONS:**

- Educational requirements: Associate or baccalaureate degree with a minimum of 12 ECE credits or equivalent
  - OR Child Development Associate (CDA) credential, which is equivalent to Step 7 on the Oregon Registry
  - OR Current enrollment in a program leading to an associate or baccalaureate degree in ECE or equivalent
  - OR Current enrollment in a child development associate credential (CDA) program to be completed within 2 years AND High school diploma or GED

- Competency with Microsoft applications

- Prior to date of hire and throughout employment, certification of the following are required: valid driver’s license, proof of current auto insurance, Food Handler’s Card, Current enrollment in the OR Child Care Division-Criminal History Registry and within 60 days of hire, Pediatric CPR/First Aid certification is required. Access to reliable transportation required

- Above certifications must be kept current to remain employed

- Ability to participate as a team member - ability to relate to adults of varying economic and social backgrounds

- Ability to travel and participate in training workshops and conferences as assigned - ability to be prompt, dependable, and flexible

For further details and instructions on how to apply, please visit our Website at www.neighborimpact.org/jobs.