POSITION: ***Head Start Preschool Teacher***

LOCATION: Brightpoint Head Start

HOURS: full-time school year positions available

SALARY RANGE: up to $24.00/hour

**JOB DUTIES:**

*The Head Start teacher has the ultimate responsibility of providing day-to-day quality learning experiences for young children by applying methods that promote independence, curiosity, decision making, cooperation, persistence, creativity, and problem solving in young children.*

* Must work collaboratively with an assistant teacher, family members and other staff to achieve positive outcomes for children of all abilities
* Responsible for maintaining records on each child’s progress and development for the purpose of planning and compliance with Head Start Performance Standards
* Responsible for engaging, coordinating and working closely with parents
* Responsible for individualization of the IEP for children with disabilities
* Responsible to assure a safe, nurturing environment providing enriching experiences throughout the daily routine
* Demonstrate the adult behavior indicators as outlined in CLASS, scoring at or above the minimum threshold scores for Emotional Support (6), Classroom Organization (6), and Instructional Support (3)
* Responsible for implementing Head Start Performance Standards, NAEYC criteria, Licensing requirements, and program policies, procedures and guidelines in the day-to-day operation of the classroom
* Ensure that confidentiality is respected and maintained at all times

**SKILLS AND QUALIFICATIONS:**

Associate Degree in Early Childhood Education required. Bachelor’s Degree in Early Childhood Education or related field with equivalent coursework preferred.

* Three (3) years’ work experience in the field of early childhood education preferred
* Strong written and verbal communication skills
* Must become certifies in CPR and First Aid within twelve (12) months of hire
* Must have a valid driver’s license and have access to dependable transportation
* When driving for Brightpoint the employee must have a valid Indiana driver’s license and must maintain minimum liability limits of $100,000/$300,000 on auto insurance

FOR FURTHER INFORMATION, CONTACT HUMAN RESOURCES DEPARTMENT, EXT. 206 OR 213

Applications accepted at 227 E. WASHINGTON BLVD, FORT WAYNE, IN

8:00 A.M. – 5:00 P.M., MONDAY – THURSDAY, OR 8:00 A.M. – 11:00 A.M., FRIDAY

OR VIA THE INTERNET AT mybrightpoint.org