



Hiring Preschool & Toddler Teachers!

Pay starts at \$17 to \$24.39 per hour!



Foundation for Early Childhood Education, Inc.

A NON-PROFIT ORGANIZATION

EARLY HEAD START/ HEAD START & STATE PRE-SCHOOL PROGRAM

\$500 Hiring Bonus! Apply

JOB POSTING

Employment Opportunity

Work near Home: Boyle Heights, Echo Park & Hollywood

Check our website for more location info

Posted Date: July 16, 2021

Deadline Date: On-going Recruitment

Position Title: **Teacher I, II, and III- Early Head Start or Head Start**

- Teacher I- AA Degree + Child Development Teacher Permit or higher
- Teacher II- BA Degree + Child Development Teacher Permit or higher
- Teacher III- MA Degree or higher + Child Development Teacher Permit or higher

Reports To: **Child Development Specialist Supervisor (CDS)**

Department: **Education**

Employment Status: **Non-Exempt & Part-Year Employee**

Compensation Range: \$17.00-\$24.39 Hourly Rate Based on Qualifications of Position PLUS Benefits

Employee Benefits

Retirement Plan- 401(k) Plan Employer Contributes 8.5% of your annual salary & additional voluntary contribution.

Paid Vacations:

(1 week) Spring Break, (1 week) Thanksgiving, and (2 weeks) Winter Break

Paid Sick Leave which includes 15.5 hours of Personal Necessity (PN): Accrue at the rate of 9.5 hours per month worked.

Health Insurance Benefits & \$50,000 Life Insurance (Employer Contributes Partial Premiums)

Employee Paid Optional Benefits: Aflac, Dental, Medical, Vision & Supplemental Life Insurance

Stipend Opportunities: CDE/ELCD, LACOE, Professional Growth Hours, and QSLA

SUBSTITUTE POSITIONS ALSO AVAILABLE: Day-to-Day or Long-Term Assignments

I. SUMMARY OF DUTIES

Plans and implements the individualized lesson plans for the children in the classroom. Creates daily classroom lesson plans in accordance with established curriculum. Provides for a healthy and safe physical environment for children, and integrates the parents into the educational program. Conducts parent/teacher conferences and home visits twice a year. Records pertinent individual information about children in the group and monitors classroom security.

Provides for the completion of necessary paperwork on the children in the classroom, such as attendance reports, and observations of children. Implements CLASS and School Readiness measures. Prepare and maintain necessary and mandated records including ongoing assessments, emergency cards and participates in a variety of staff and educational development activities.

Hiring Bonus: \$250 will be paid at the successful completion of mid-point review (3 months from hire) and the remainder of the bonus will be paid at successful completion of the 6 month Introductory (Probationary) Period. Substitutes not eligible for hiring bonus

II. QUALIFICATIONS, EXPERIENCE & SKILLS

Head Start Requirements

Education: Bachelor degree from an accredited four-year college in Early Childhood Education; Child Development or a related field.

- Master's Degree in ECE, Child Development or related field is a plus

Experience: Two years' experience in a classroom or group setting with young children.

Child Development Permit: Must possess a valid California Child Development Teacher permit or higher

- *The Multiple Subject Teaching Credential authorizes the holder to teach all subjects in a self-contained classroom, including preschool.*
- *An application can apply with this permit in lieu of a Child Development Teacher permit*

Knowledge and Skills: Ability to provide effective and nurturing teacher-child interactions, and to plan and implement learning experiences that:

- Ensure effective curriculum planning and implementation based upon individual children's developmental continuum, and integrate child assessment data in individual and group planning;
- Promote children's progress across the standards described in the *Head Start Early Learning Outcomes Framework: Ages Birth to Five* and applicable state early learning and development standards, including for children with disabilities and dual language learners, as appropriate;
- Include developmentally appropriate learning experiences in language, literacy, social and emotional development, math, science, social studies, creative arts, and physical development that are focused on achieving progress outlined in the *Head Start Early Learning Outcomes Framework: Ages Birth to Five*.
- Establish and maintain a healthy learning environment;
- Encourage families' engagement with their children in all Head Start programs to support the development of relationships between children and their families.

QUALIFICATIONS, EXPERIENCE & SKILLS

Early Head Start Requirement

Education: Bachelor degree from an accredited four-year college in Early Childhood Education; Child Development or a related field.

- An applicant can apply with an associate degree in early childhood education, child development, or related field with a professional development plan created and maintained that clearly describes a pathway and timeframes to bachelor's degree attainment, including completion of three semester (4.5 quarter) units per year with a "C" or better.
- Master's Degree is a plus in ECE, Child Development, or a related field.

Infant and Toddler Units: Must have a minimum of 3 units in early childhood development with a focus on infant & toddler (I/T) development and commit to completing the additional three units in ECE I/T in one year in which an Educational Plan needs to be submitted to the HR Department.

- The incumbent must complete these units with a "C" or better

Experience: One year experience in a classroom or group setting with young children.

Child Development Permit: Must possess a valid California Child Development Associate Teacher permit or higher

Knowledge and Skills: Ability to provide responsive and nurturing teacher-child interactions, and to plan and implement learning experiences that:

- Ensure effective curriculum implementation and use of assessment data;
- Promote children's progress across the standards described in the *Head Start Early Learning Outcomes Framework: Ages Birth to Five* and applicable state early learning and development standards, including for children with disabilities and dual language learners, as appropriate;
- Advance children's intellectual and physical development, including improving the readiness of children for school by developing their literacy, phonemic, and print awareness, understanding and use of language and increasingly complex and varied vocabulary, appreciation of books, understanding of early math and science, problem-solving skills, and approaches to learning;
- Establish and maintain a healthy learning environment;

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- Support children’s social and emotional development;
- Encourage family involvement of the children in a Head Start program and support the development of relationships between children and their families;
- Promote infant/toddler development;
- Demonstrate knowledge of safety issues in infant/toddler care (such as SIDS); and
- Facilitate effective communication with infants, toddlers, parents, and other staff members

III. **SPECIAL REQUIREMENTS**

Prior to hire, the following must be assured:

Eligibility to Work: All potential employees will be asked to present supporting documents establishing proof of identity and employment eligibility upon completing the I-9 form.

Medical Examination: Must submit a medical examination demonstrating capability to perform type of work required; must submit a tuberculin skin test or chest x-ray. Proof of Immunizations: Influenza, Pertussis TDAP (Whooping Cough), and Measles (MMR)

Fingerprint Clearances: All potential employees will be subject to obtain fingerprint clearances from the Department of Justice (DOJ), the Federal Bureau of Investigation (FBI), and Child Abuse Index (CACI) prior to starting work.

Other Special Requirement: Must have the use of an automobile with adequate insurance coverage and a valid California driver’s license, or have available transportation.

Must have a valid State of California Child Development Teacher permit or higher

Failure to meet medical standards and/or criminal record clearance may result in withdrawal of job appointment.

IV. **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to site; use hands to finger, handle, or feel and talk or hear.

The employee is frequently required to reach with hands and arms and stoop, kneel, crouch or crawl. The employee is occasionally required to stand and walk. The employee must be able to lift and/or move up to 25 pounds. Specific vision abilities required by the job include close vision, color vision and ability to adjust focus.

V. **APPLICATION PROCEDURES**

Applicants must complete a Foundation for Early Childhood Education employment application. Resumes are not accepted in lieu of application materials. Interested individuals may download an employment application online at [Employment Opportunities – Foundation for Early Childhood Education, Inc. \(foundationheadstart.org\)](http://EmploymentOpportunities – Foundation for Early Childhood Education, Inc. (foundationheadstart.org))

Interested candidates must forward the following documentations and application packet via email at applications@foundationheadstart.org or via mail at 3450 East Sierra Madre Pasadena, California 91107 (Attention HR)

1. Employment Application – with original signature
2. Cover letter
3. Resume
4. Copy(ies) of Degrees
5. Copy(ies) of Transcripts
6. Letters of Recommendation
7. And any other pertinent documentation as deemed necessary

Please Note: Application and all required documents can be mailed, or submitted to applications@foundationheadstart.org by the due date listed in this job posting

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