

Southern Oregon Child & Family Council Position Summary

***** Head Teacher *****

Job Summary & Requirements:

The Head Teacher provides expertise, guidance, and training to education staff, and directly supervises Teaching Assistants. As a teacher, this person provides children with a developmentally appropriate learning environment and varied experiences for a successful kindergarten experience. This position requires very high stamina and the physical ability to interact with young children. A minimum of one year teaching preschool and supervisory experience is required.

Education Requirements:

This position requires an A.A.S. in Early Childhood Education or related field with a minimum of 30 quarter hours or 22 semester hours of approved credits in Early Childhood Education.

Hours Per Week: 40

Agency hours of operation are from 6:30 AM to 6:00 PM. Shifts vary and are as assigned.

Number of Work Weeks per Year: 42 weeks, beginning 8/19/09 and ending 6/4/10

Number of Layoff Weeks per Year: 10.4

This is an unpaid layoff, during which you may be eligible for unemployment benefits.

Starting Salary: \$14.09 Hourly

Actual starting salary for this position may vary depending on education, qualifications, and specific position assignment.

Employment Contingencies:

- Employment Application with unofficial transcripts;
- Official Transcripts required upon job offer;
- Classroom Observation and Interview;
- Policy Council Approval;
- Criminal Registry Background Check;
- Drug Screen, Physical and Functional Test;
- Health Self Appraisal;
- Proof of Current Auto Insurance Coverage;
- 5 Year Driving Record;
- Employment Paperwork (*upon completion of above contingencies*)

Benefit Package:

Paid Holidays

Paid Winter and Spring Break (*total hours paid may vary by seniority and position*)

After 120 days of Full Time employment (*24+ hours per week*), employees are eligible for paid time off, sick leave, and health insurance (*medical, Rx, dental, & vision*).