

Eastern Oregon Head Start Position Announcement: Short Term Substitute Teacher

Position Type: Substitute List

Department: Eastern Oregon Head Start Centers in: **Union, Baker City, Elgin and La Grande**

Application Deadline: On-Going

Description:

Work with Teaching Assistant to provide high quality, safe learning experiences in the Domains of Approaches to Learning, Social and Emotional, Language and Literacy, Cognition, Perceptual, Motor, and Physical Development for children ages 3 to 5, in a half day program. Collect on-going child observations and assessments, develop individual child goals. Implement self-regulation program and school readiness and support transitions to kindergarten. Foster parent engagement in all aspects of the program, including home visits. This position may require a flexible schedule.

Qualifications:

Bachelor's Degree in Early Childhood Education/ Development or a degree in a related field that includes a minimum of 6 college level classes focusing on Early Childhood Education/ Development.

Experience in a preschool classroom and prior registration with the Central Background Registry is preferred.

Knowledge of Conscious Discipline preferred.

The successful candidate must have the physical ability to maintain visual and auditory supervision of children, interact actively with preschool children in the classroom and on the playground, and lift or move up to 50 pounds.

This position involves working closely as a team member and frequent interaction with parents and community members. Strict confidentiality and attention to detail in record-keeping, reporting and data entry is essential.

Additional Comments:

On-Call list for program year 2019-2020

Prior to beginning work, the successful candidate must:

- Provide documentation of verification (i.e. Passport, Driver's License, Official ID Card, Original Birth Certificate, Social Security Card)
- Enrollment in the Oregon Child Care Division Central Background Registry or provide verification of application. <https://www.oregon.gov/OCC/Pages/Online-application-informationpage.aspx>
- Communicable Disease Verification from a qualified Healthcare Provider,

Desirable:

- Pediatric CPR/First Aid certification and a current Oregon Food Handler's Card

Compensation:

- Beginning Salary Range: \$14.83-16.33
Wage dependent on education and experience

Application Information

To complete the application process, include:

- Obtain application <https://www.eou.edu/head-start/jobs/>
- A written statement of your desire to be considered for the position
- The completed Employment Application (all 4 pages);
- Affirmative Action Data Sheet (Optional)
- Transcripts and Diploma/Certifications, if you are applying for a teaching, teaching assistant, family educator or management position
- Enrollment in the Oregon Child Care Division Central Background Registry https://www.oregon.gov/OCC/Pages/On-line_application_informationpage.aspx
- Photocopies of First Aid/CPR certification, Oregon Food Handler's card, if available, or any other documentation that supports your qualifications.
- At least 2 letters of reference
- You may be asked to provide additional information.

Submit Applications to: Eastern Oregon Head Start
Ackerman Hall Room 016
Eastern Oregon University
One University Boulevard
La Grande, OR 97850

Fax – 541-962-3794
Ruth Young
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541-962-3713

All job offers are contingent on approval by the Head Start Policy Council