



Wateree Community Actions, Inc.

Job Announcement

Teacher

Wateree Community Actions, Inc. (WCAI) is seeking highly qualified teachers to join our team. WCAI is a private, non-profit 501 (c) (3) corporation that has been providing high quality, comprehensive Head Start Services within Clarendon, Lee, Kershaw, and Sumter counties for nearly 50 years. Wateree has 10 Head Start centers all of which are NAEYC accredited. We are a leader within our industry and we strive for excellence.

Competitive wages and benefits including affordable medical, dental and vision insurance coverage, 100% company-paid life insurance, 403b with a company match, paid time off and paid holidays. Join our team!

Reports to:	Center Manager
Classification:	Non-Exempt
Department/Site:	Early Head Start/Head Start

Major Functions:

Responsible for the overall operation of a preschool classroom in accordance with Head Start Performance Standards and South Carolina Child Care Regulations. This includes planning, coordinating, and supervising a classroom environment that promotes each child's total development (social, physical, emotional, cognitive, and nutritional) while promoting positive, open communication with parents and children.

Essential Functions:

- Prepares lesson plans for students with a wide variety of learning abilities
- Must have considerable knowledge of Head Start Performance Standards and component plans
- Maintain comprehensive and ongoing portfolio assessment for each child, including weekly observation in each are, examples of child's work, and a development assessment, completed per programmatic guidelines
- Promote the development of social and self-help skills, and sound nutritional practices
- Conduct home visits and parent conferences to discuss the child's individual development and progress, assist the parents in developing observational skills and solicit parental feedback
- Maintain a safe and health classroom environment
- Assure that files are complete, accurate, and confidentially maintained
- Complete and submit required forms and records timely and accurately (lesson plans, time sheets, meal reports)
- Supervise teacher assistant
- Attend staff training and meetings as required
- Actively participate in the development and implementation of the Teacher professional development plan
- Must be available to drive bus when needed
- Performs other duties as assigned

Knowledge and Abilities:

- Ability to use abstract reasoning, problem solving, planning, and analytical skills in: training, evaluation, and program development
- Ability to work with children and families from various socio-economic and ethnic backgrounds
- Effective interpersonal, writing and oral communication skills
- Ability to prepare reports that are clear, complete, and comprehensive
- Ability to present positive image of the organization to members of the community

Education and Experience:

- Baccalaureate or advanced degree in Early Childhood Education (ECE) or
- Baccalaureate or advanced degree and coursework equivalent to a major relating to ECE, with 1 year of experience teaching pre-school age children or

For EHS:

- An Associate's Degree in ECE or
- An Associate's Degree in a related field and coursework equivalent to a major relating to ECE, with 2 years of experience teaching pre-school age children

Other Requirements:

- Must have a current physical exam and TB screening, and submit to each every 2 years
- Must have a current first aid certificate and CPR training or must obtain within 3 months following hire
- Must successfully pass a SLED/FBI background check
- Ability to respond positively to Child Abuse/Neglect clearance check and criminal records check

Physical Demands:

Lift up to 10-40 lbs. occasionally

Stand, walk, bend stoop, and crawl on regular basis

To Apply

Please go to our website at <https://www.wcai.org/> to retrieve the application. Click on our About Us section then click on join our staff to get to the application. Once the application is complete it can be e-mailed to admin@wcai.org.

Wateree Community Actions, Inc. is an equal opportunity employer, and does not discriminate based on a person's race, color, religion, disability, age, sex, veteran status, genetic information, national origin or any protected category.