



## Head Start Teacher

We have immediate needs for Head Start Teachers at our Southwest Center located at 138<sup>th</sup> and Q Street in our **Toddler Transition Classroom** with the following shifts available: 6:30am – 3:00pm or 9:30am – 6:00pm.

**Experience an incredible working environment where the focus is on providing compassionate, education based care with therapy and nursing wrapped services for children of all abilities!**

We have been operating with COVID mitigation methods in place so we can provide fulfilling work in a safe environment. **Come join our team!**

### **CRCC Mission and Values**

CRCC is a local non-profit organization dedicated to providing comprehensive services to children of all abilities to help them reach their highest potential. CRCC values Quality Care for Children, Family Involvement, and Staff Excellence. CRCC's work environment is energetic and team-oriented.

### **Essential Functions/Responsibilities**

#### **Family Support Responsibilities:**

- Schedule and meet with parents regularly about their child's progress, including at least two Parent/Staff Conferences per year.
- Schedule a minimum of two home visits per year with each child's family to clarify child and family needs.
- Collaboratively plan with Family Engagement Specialist (FES) staff and facilitate monthly informational/activity meetings for parents for the purpose of sharing data with families and responding to their identified interests and/or needs.
- Encourage parent participation in program activities and in implementing education activities for their children at home and in the community.
- Communicate with parents (informal conversations, newsletters, personal notes) regarding his/her child's involvement in classroom activities and progress towards learning goals.

#### **Educational Responsibilities**

- Plan and implement developmentally appropriate classroom activities that will enhance language and literacy development, (2) cognition and general knowledge, (3) approaches toward learning, (4) physical well-being and motor development, and (5) social and emotional development of each child.
- Participate in interpreting and analyzing assessment results and utilize data to plan individual and classroom experiences as well as intentionally share information with families.
- Develop lesson plans with goals, objectives, activities and outcomes for children and implement them intentionally.
- Intentionally integrate other areas, i.e., health/physical activity, nutrition, mental health, disabilities, transition, safety and parent involvement, into the education plan.

- Create documentation panels on a regular basis to make the learning that the children are experiencing visible to parents and visitors.

**Promoting Social-emotional Development:**

- Observe, assess and document each child's skills, behavior, growth and development.
- Provide opportunities for children to develop positive self-images and experience success.
- Develop an individualized educational plan for each child.
- Bring to attention those children with special needs. Coordinate referrals for children with special needs or mental health needs with the Master Teacher.
- Contribute to and participate in child and family reviews, Mental Health staffing, and/or Individualized Education Plans/Individualized Family Service Plans.
- Assist the child and family as child transitions from the infant and toddler program to the preschool program and from the preschool program to kindergarten.
- Foster positive relationships with all children in the classroom.

**Daily Care Responsibilities:**

- Develop and maintain an attractive and stimulating learning environment and encourage child's independence and self-selection of activities.
- Ensure that all children are under appropriate supervision and guidance at all times.
- Maintain a clean, safe and healthy classroom environment.
- Utilize Positive Behavior Supports and Touchpoints strategies.

**Positive Behavioral Supports:**

- Creates and assist with implementation of lessons related to social/emotional health and development.
- Assists in developing behavioral goals/plans for children and assist with training staff on how to implement individual Positive Behavioral Support Plans.
- Demonstrates the appropriate and consistent use of positive and negative reinforcement to manage children's behaviors throughout the day according to CRCC policies and procedures.
- Works individually with clients on practicing pro-social skills to replace challenging behaviors.
- Provides feedback and training to staff on how to improve interactions with behaviorally challenging children and encourage the use of Positive Behavioral Supports throughout the center, including more positive/preventative interactions.
- Reviews incidents, patterns and use of safety techniques and makes recommendations to management on how to modify existing Positive Behavioral Support Plans to benefit the child and provide support to staff.
- Communicates each child's behavioral goals and supports with other members of the child's CRCC team; teachers, paraprofessionals, nurses, therapists, management, etc.
- Assists with creation, training, and use of behavior tracking forms.
- Anticipates the needs of the clients and provides positive behavioral supports or assistance in teacher directed activities.

### **Professional Attributes:**

- Participates actively as a team player in carrying out the mission, philosophy and Guiding Principles of CRCC.
- Contributes to positive corporate (CRCC) relations by participating in programs such as fundraisers, special events, marketing opportunities, etc that promote and support CRCC Mission.
- Uses unstructured time to improve own professional growth skills & education and/or participates in staff training exercises.
- Adheres to work schedule and daily time schedule.
- Strives to maintain harmonious relationships and respectful communication with all staff members.
- Maintains confidentiality of the clients and families to which care is provided by maintaining HIPAA guidelines.
- Discusses concerns directly and openly with appropriate staff person.
- Maintains a friendly and helpful attitude toward visitors and staff, while continuing his/her role.
- Serves as appropriate adult role model for clients at the Center.
- Demonstrates pride in his/her work and in the company by following appropriate dress code, wearing their CRCC name tag, and maintaining professional appearance/grooming.
- Assists directors with maintenance of own personnel records regarding training, health information, etc.
- Consistently applies overall operating policies and procedures of CRCC, including State and Federal Guidelines.
- Remains calm and poised during challenging situations.
- Accepts other duties as assigned.

### **Minimum Qualifications:**

- Associates Degree with at least 12 semester hours of undergraduate or graduate credit in child development/early childhood education is preferred.
- High School Diploma or equivalent required.
- Applicable experience working with children with complex needs preferred.
- Ability to complete the training and/or equivalent coursework in early childhood development to receive a current Child Development Associate (CDA) Credential required.
- Must be able to complete 12 education hours (CEU) each year.
- Possess understanding, patience, and flexibility in dealing with clients, parents, and team members.
- Is able to demonstrate successful completion of Personal Care Aide Training including a PowerPoint, quiz, and competency demonstrations signed by a Registered Nurse as required by Children's Day Health Services regulations
- Willing to increase knowledge in fields of endeavor.
- Able to develop and implement written lesson plans.
- Able to lift up to fifty pounds and practice 2 person lifting for clients over 50 pounds or when necessary.
- Able to meet agency's conditions of employment regarding health status, criminal background check, clearance with the Nebraska Child and Adult Abuse/Neglect Central Registry, and the Nebraska State Patrol.

### **Benefits**

CRCC offers an Excellent Benefit Package for full-time employees.

- Health insurance
- Dental insurance

- Vision insurance
- CRCC-paid short & long term disability and life insurance
- PTO and Holiday pay
- 401k with match

CRCC, Children's Respite Care Center, is an Equal Opportunity Employer M/F/D/V

To learn more about CRCC, visit us online at: [www.crccomaha.org](http://www.crccomaha.org).

Qualified applicants may apply through the job board or online at <https://crccomaha.org/about/employment-application.html>.