



CAREER OPPORTUNITY

July 24, 2018

EARLY CHILDHOOD EDUCATION COORDINATOR

Full time, 12 month, Early Childhood Education Coordinator opening at Reach-Up Head Start.

Responsibilities include:

- Directs and implements the early childhood education program according to the Head Start performance standards and the MN Department of Human Services regulations.
- Works with the Early Childhood Education Coordinators to oversee the development and operation of Center Based and Home Based programs which includes licensing.
- Supervises Birth – 3 years Center Based staff and Birth – 5 years Home Visiting Teachers. Participates in the hiring process.
- Works with Early Childhood Education Coordinators, Early Childhood Development and Health Services, Management Team and other staff to ensure a well-coordinated program that includes all program area facets.
- Works with Early Childhood Education Coordinators to oversee training for teaching staff and degree completion.
- Works with parents and families to build positive parent-child relationships, lifelong educators, and assure their involvement in Head Start and Early Head Start programs.
- BA/BS/BES Degree in Early Childhood Education or related field. Masters and Parent Education License preferred.
- Wage scale starts at \$41,951/year plus great benefits.
- Monday – Friday, 40 hours per week, 12 months per year

Application Process: Applications and full job description available at Reach-Up, 350 Highway 10 S, St. Cloud or apply online at www.reachupinc.org. A complete application includes the application form, transcripts, resume' and references. Deadline for first consideration of applications is August 3, 2018. 320-253-8110. EOE