



JOB POSTING

Head Start Lead Teacher and Family Advocate – Faribault

The Head Start Lead Teacher & Family Advocate provides a safe, secure and nurturing classroom environment for 17-20 children; plans and implements developmentally appropriate learning environments and curriculum; participates in open communication with parents; ensures all aspects of the Head Start performance standards are integrated; participates in the referral and IEP process as needed; develops a partnership with families that identifies and highlights the family's strengths, needs and supports; implements and documents Family Partnership Agreements; provides crisis intervention resources as needed; assists with transitions into and out of the Head Start program; participates in ongoing recruitment efforts; coordinates 5+ parent meetings each school year; actively encourages parents to participate in the program and provides appropriate opportunities and educational activities; empowers parents to advocate for their children; and provides leadership to Assistant Teachers and volunteers in the classroom.

(Full Position Description will be shared with applicants selected for in-person interviews; to request full description, email jobs@threeriverscap.org or call 507-316-0610 (toll free 800-277-8418).)

Three Rivers Community Action, Inc. is a non-profit agency providing economic opportunities that strengthen individuals, families and communities in southeastern Minnesota.

This full time position (40 hours per week) will be based in Faribault with travel to visit families of students, as well as occasional travel for trainings/meetings. Excellent benefit package including generous Paid Time Off (PTO).

Job offers are contingent on a reference check, as well as a Background Study and fingerprinting through the Minnesota Department of Human Services (DHS). This is a seasonal position subject to layoff between school years.

Qualifications:

- Bachelor's or Associate's Degree in Early Childhood or Child Development; in lieu of this, a Bachelor's or Associate's Degree in another field plus coursework equivalent to a major related to Early Childhood Education along with experience teaching preschool-aged children
- Early Childhood License is preferred
- Bilingual in English/Spanish or English/Somali is preferred
- Able to obtain Family Service Credential Certificate within 18 months of hire date (Agency will provide training during first year of employment)
- Able to obtain certification in infant/child CPR and First Aid within 3 months
- Able to communicate effectively both verbally and in writing
- Current, valid driver's license and reliable transportation with the ability to complete travel for home visits, meetings, trainings, etc.
- Able to work occasional evening hours for home visits and work-related events
- Able to maintain confidentiality and follow all data privacy policies and procedures
- Able to support and follow all Agency policies and procedures
- Able to maintain required work hours

Online application preferred. However, a paper application form may be requested at our Zumbrota, Faribault or Rochester office; by calling 507-316-0610 (toll free 800-277-8418); or by emailing jobs@threeriverscap.org.

Three Rivers is an Equal Employment Opportunity / Affirmative Action Employer