

# United Community Action Partnership, Inc.

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**CLASS TITLE/POSITION:** Head Start Behavior Coach (JOB#0619G)

**LOCATION:** Marshall/Tracy

**STARTING SALARY:** \$10.92 - \$11.97/hr + Benefits

**JOB STATUS:** Full time (40 hours), 9 months per year, Union position

**RESPONSIBILITIES:** To provide a comprehensive Head Start experience that meets the requirements of the Head Start Performance Standards. To integrate component activities within the classroom. To empower parents and staff as team members in a comprehensive approach to child development and self-sufficiency.

**EXAMPLES OF DUTIES:**

- Plan and implement individual and small group learning experiences for identified at-risk children.
- Work with children with identified or diagnosed challenging behaviors to increase social and emotional competency.
- Teach coping skills for successful social-emotional interactions.
- Support classroom staff in the area of behavior guidance.
- With individualized planning help children learn and use problem solving techniques.
- Act as a positive role model and encourage appropriate behavior.
- Assist the Teacher to prepare and attend parent conferences.
- Develop and maintain a Professional Development Plan.
- Assist with grantee efforts in recruitment of Head Start children.
- Support and Model United's Behavioral Competencies.

**EDUCATION AND EXPERIENCE:**

- CDA with training/experience in challenging behaviors.
- Degree in Early Childhood or ECSE preferred.
- CPR and First Aid certification.

**KNOWLEDGE, ABILITIES AND SKILLS:**

- Flexibility to move from one classroom to another and meet the needs of the room and individual children.
- Effective verbal and written communication skills and demonstrated interpersonal skills.
- Computer/keyboarding skills required.
- Ability to work as part of a team.
- Understanding and respect for cultural diversity and participant's right to make their own decisions.
- Demonstrated skills in problem-solving and conflict resolution strategies.
- Ability to travel in and out of nine (9) county area when required and regularly to assigned classroom locations, meetings, workshops and conferences.
- Reliable mode of transportation.
- Reliable, regular attendance.
- Knowledge and understanding of child development, integration of services and of issues faced by low-income people.
- Must have satisfactory completion of background check.
- Must have satisfactory completion of medical exam and health screenings as requested per Head Start regulations.

**CLOSING DATE:** Interested union staff should submit written notice by 06/14/19.  
Open to the public until filled.

**CONTACT:** Human Resources  
United Community Action Partnership, Inc.  
200 4<sup>th</sup> St SW, PO Box 1359, Willmar, MN 56201  
320-235-0850 Ext.1129

Email: [HumanR@unitedcapmn.org](mailto:HumanR@unitedcapmn.org)

United Community Action Partnership, Inc. is an EOE/ADA/AA Employer.