



ROCKY MOUNTAIN DEVELOPMENT COUNCIL, INC.

P.O. Box 1717 | 200 South Cruse Avenue | Helena, MT 59624-1717

phone: 406.447.1680 | toll free: 800.356.6544 | fax: 406.447.1629

Position Announcement

Head Start Teacher -Townsend

Rocky Mountain Development Council's Head Start Program is seeking applicants for a Teacher in Townsend, this position operates 40 hours per week from mid-August to early June. This varies year to year based on school calendar. The starting salary is \$18.79 per hour. A second salary rate (\$20.33/hour) is available based on applicants meeting the Head Start Act qualifications.

The Teacher is responsible for classroom management and for planning, implementing, and coordinating all classroom activities. This position serves as a child and family resource person and is responsible for parent involvement in the classroom. The position directs and collaborates with various other services and volunteers offered within the program.

At Rocky, the wage is just part of your total compensation. Rocky's generous benefit package includes health, dental, vision, and life insurance, hearing aid benefits, Health Savings Accounts and Flexible Spending Accounts, Wellness Health Screenings, Retirement, 401K plan, and an Employee Assistance Plan (which equals an extra \$5.21/hour). We also offer 11-12 paid holidays per year, sick and vacation leave equaling 5+ weeks in the first year! Retirement contributions begin after one year of employment and a 401k option is available upon hire (based on age).

Minimum Qualifications:

Ability to qualify as an Early Childhood Lead Teacher as defined by both Montana Child Care Licensing and the Head Start Act is preferred.

Knowledge of:

- Comprehensive understanding of early child development and developmentally appropriate practices in early childhood education.
- Various service resources in the community.
- Classroom management and team leadership.
- Range of social, emotional, cognitive, physical development and special needs associated with early childhood development.
- Communication methods appropriate to early childhood.
- The state and federal policies and procedures pertaining to child abuse and neglect.

Ability to:

- Work and collaborate with families from diverse backgrounds.
- Be perceptive of the needs of children with a range of personalities, diverse backgrounds and economic and cultural differences.
- Organize and direct classroom activities.
- Keep all information on children, families and staff strictly confidential.
- Communicate effectively in English, verbally and in writing.
- Lift a 20 - 60-pound child.
- Walk, bend, kneel and reach.
- Stand, sit and play with children for long periods of time.
- Conduct both indoor and outdoor activities, in both warm and cold temperatures.
- Talk, hear, and communicate with families.
- Basic computer literacy to use and fill out electronic documentation, (lesson plans, observations, assessments, newsletters, etc.).
- Access and respond to email, open attachments, and other Head Start documents.
- Learn and utilize program specific software and online tools and training.