



**BIG FIVE COMMUNITY SERVICES, INC.
PUBLIC NOTICE
JOB OPENING**

TO: ALL EMPLOYEES AND THE GENERAL PUBLIC
FROM: KEVIN STINSON, HUMAN RESOURCES DIRECTOR
SUBJECT: OPEN JOB-POST IN ALL OFFICES AND CENTERS IN YOUR AREA
DATE: 9/25/2019
PROGRAM: Head Start - ORG **POSITION(S):** Certified Teacher
LOCATION(s): Durant - JWCDC

JOB SUMMARY: To provide a successful, safe and supervised educational setting for children while they are in the Head Start environment (classroom, outdoor play area, and field trips.) To promote the social, emotional, physical and cognitive development of Head Start children. Encourage parent involvement in all aspects of the program. To develop individual goals for children, provide on-going assessment on progress and facilitate transition into kindergarten.

QUALIFICATIONS: Bachelor's Degree is preferred. Must have valid Teaching Certificate in early childhood. Prefer Child Development Associate Credential. Experience in pre-school classroom is required, two years is preferred. Excellent communication skills, working knowledge of available community resources and Head Start program components. OSBI background check and Oklahoma DHS Criminal Background Review required. Valid Oklahoma Driver's License and proof of auto insurance. Within 30 days of employment must be Pediatric first aid and CPR certified. Employment is conditional pending immediate enrollment in Head Start Orientation. Ability to respond appropriately (both mentally and physically) to an emergency or a crisis situation. Daily kneeling, stooping, bending, and sitting on the floor to attend to children's needs. Occasional lifting up to 50 lbs.

CLOSING DATE: Open Until Filled

Apply online at: www.bigfive.org

Applications may be submitted by mail to: Big Five 1502 N. 1st Ave, Durant, OK 74701

**BIG FIVE COMMUNITY SERVICES, INC. IS AN EQUAL OPPORTUNITY
EMPLOYER/AFFIRMATIVE ACTION EMPLOYER**