



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## OPEN POSITION ANNOUNCEMENT

**Join the Y and help us to Transform Lives!**

Our mission and core values are brought to life by our culture. It's who we are, who we aspire to be and how we show up every day. **We are cause-driven.** We don't just show up, we show up with purpose. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

**Now Hiring:**

### ***Early Childhood Education Head Start Teacher (PT or FT)***

#### **Position Summary:**

Under the direction of the Early Childhood Education Director and in accordance with Association policies, the Early Childhood Education (ECE) Teacher will be responsible for assisting in the operation of the Early Childhood Education programs. The ECE Head Start Teacher serves as an instructor and leader to program participants, participants in the planning and implementation of high quality curriculum and programs through engaging families and taking responsibility for each child's safety and overall quality of his/her experience. ECE Teacher will ensure licensing compliance, YMCA Standards, Head Start requirements and Accreditation Standards are upheld and executed within his/her classroom on an ongoing basis

#### **Wage:**

Commensurate with education and experience

#### **Location(s):**

Northside YMCA Early Childhood Education Center

#### **Responsibilities:**

- Make meaningful connections with program participants, families and center personnel.
- Assisting with planning and organizing Early Childhood Education curriculum activities, events, family engagement.
- Arrive on time to center rested and well-prepared so as to maintain appropriate adult: child ratios.
- Recognize and solve individual and group conflicts effectively.
- Keep accurate daily attendance records.
- Maintain a professional, clean, neat, organized and safe classroom atmosphere.
- Attend staff training, staff meetings including required workshops and/or trainings.
- Manage personal stress and stress of others effectively.
- Balance Early Childhood Education standards and expectations with flexibility.
- Understand and follow all state licensing, Early Head Start, Accreditation (such as NAC), YoungStar requirements as listed in DCF standards.
- Maintain current certifications, staff file and continuing education requirements per state licensing, Accreditation, Early Head Start, YoungStar and YMCA policies.
- At all times, engage positively with children and use appropriate discipline/child guidance methods as outlined in YMCA and in EHS child management policies and procedures.
- Perform all other duties as assigned by supervisor and/or leadership staff.

#### **QUALIFICATIONS:**

- An Associates or Bachelor's Degree in Early Childhood Education or related field is required.
- Must be at least 21 years of age.
  - a. CPR-Pro, AED, and First Aid Certification is required (if not present, must be obtained within 6 months).
  - b. Shaken Baby Syndrome and SIDS is required (must be obtained prior to working in the classroom).
- At least 80 hours of Early Childhood classes with documentation OR completed at least 6 credits in elementary education, child guidance, child development or other approved courses OR have a bachelor's degree in education,

*The Y is the nation's leading nonprofit committed to strengthening communities through youth development, healthy living and social responsibility*

**Equal Opportunity Employer  
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DIVERSE WORKFORCE**

social work, child development, child psychology or other related field. (Introduction to the Child Care Profession-formerly EC1 and Skills and Strategies for the Child Care Profession-formerly EC2 can fulfill these training hours).

- Head Start Education Requirements are met.
- Must meet the State of Wisconsin DCF 251 minimum director qualifications and teacher qualifications for large group child care centers and must have extensive knowledge of DCF 251 licensing standards.
- Must obtain a fingerprint and assigned drug screen prior to being able to work in the classroom.
- Previous experience working with children birth-preschool is preferred.
- Minimum of 2 years supervisory experience or administrative experience in an organized children's program or have a bachelor's degree in child development, education, social work or a related field is preferred.
- Previous supervision and operational experience is preferred.
- Previous experience as an Early Childhood Education teacher is preferred.
- Registry Level 12 or higher is preferred.

### **EDUCATION and EXPERIENCE**

- Associate's in Early Childhood Education or higher.
- Must be at least 18 years and possess a high school diploma or equivalent.
- Required Trainings: Provided by the YMCA.
  - CPR-Pro, AED, and First Aid Certification is required (if not present, must be obtained within 6 months).
  - Shaken Baby Syndrome and SIDS is required (must be obtained prior to working in the classroom).
- At least 80 hours of Early Childhood classes with documentation OR completed at least 6 credits in elementary education, child guidance, child development or other approved courses OR have a bachelor's degree in education, social work, child development, child psychology or other related field. (Introduction to the Child Care Profession-formerly EC1 and Skills and Strategies for the Child Care Profession-formerly EC2 can fulfill these training hours).
- Head Start Education Requirements are met.
- Previous experience working with children birth-preschool is preferred

### **SKILLS and ABILITIES**

- Must have ability to have initiative, good judgment and ability to make decisions independently.
- Ability to work in and with diverse populations.
- Must possess organizational skills.
- Able to provide mature leadership to group of children; previous experience(s) working with children preferred.
- Ability to have fun, be flexible and share enthusiasm with participants, families and community.
- Exhibit the core values of caring, honesty, respect and responsibility in all aspects of their work.
- Must have understanding, patience, creativity, cooperative spirit, common sense, spiritual depth and commitment to working with youth and their families.
- Working computer knowledge and skills is preferred.
- Must complete fingerprinting requirement prior to first scheduled shift.

### **Benefits:**

Excellent benefits include health/dental/life/disability insurance, 12% fully paid retirement plan once qualified, a free individual membership, discounted YMCA programs including Early Childhood Education. The incumbent will exhibit the core values of caring, honesty, respect and responsibility in all aspects of their work within the YMCA.

### **Deadline:**

**OPEN**

### **Apply Online:**

<http://apply.ymcamke.org>