

"Assisting family successes through excellence in comprehensive early education and developmental services."

Job Title: Head Start – Floater	Exempt
Grade Level: G-1 Division: Direct Care	Non-Exempt

Minimum Requirements:

- High school diploma or equivalent.
- Must obtain age appropriate CDA within one year OR Preschool Provider Certificate as approved by the Texas Higher Education Coordinating Board (THECB) within two years of employment.
- Six months of previous childcare experience is required.
- Good verbal and written communication skills.
- Must demonstrate the ability to communicate and interact effectively and professionally with both children and adults.
- Insured and reliable vehicle for transportation.
- Must be able to pass a pre-employment and/or periodic physical examination, TB skin test, and complete background check every 24 months.

Physical Requirements:

The physical requirements for this position are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must be able to walk at a fast pace for extended periods of time.
- Participate and incorporate brisk ten (10) minute walks with children into daily routine/lesson plans.
- Must be able to stand for extended periods of time.
- Ability to lift/carry up to 30 pounds.
- Specific vision abilities required by this job include close vision, distance vision and the ability to adjust focus.
- Must be able frequently to twist, turn, kneel, bend and stoop multiple times per day.
- Must be able to perform physical activities with children.
- Must be able to monitor children’s safety in all activities.

Responsibilities:

The HS Floater will be required to travel within their HUB’s region as needed throughout the year. Assignments will be made based on staffing and the special needs of the children on a daily, weekly, monthly or as needed basis.

- Guide children in activities, which promote physical, intellectual, emotional and social development under the supervision of a teacher.
- Help arrange a physical environment in which children can work and play safely.
- Assist children with toileting, meal times, arrange setting for nap time and provide supervision of the children during these periods.
- Prepare or assist with preparing supplies and materials in advance for use by children and prepare the classroom for children’s use when transitioning from one activity to another.
- Actively supervise children on playground.
- Assist in maintaining children areas in a neat, sanitary and orderly condition, which may include some cleaning, sweeping and/or mopping in the classroom areas.
- Must participate in 20 hours of training per year in understanding children and improving delivery of childcare services.

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- Follow direction of assigned Teacher and perform other duties respective to teaching activities and guiding children as necessary.
- Responsible for interacting and communicating with parents, coworkers and supervisors in a professional and courteous manner.
- Other related duties as assigned.

BENEFITS PACKAGE INCLUDES:

Child Care Associates offers a competitive benefits package that is provided to all fulltime employees that include health, dental and life insurance coverage. Additional voluntary benefits are offered to all fulltime employees in addition to the core benefits package.

After completing one (1) year of service, the company contributes 4% of the employee's earnings to the 403(b) retirement plan. If the employee also elects to make a contribution to the plan, Child Care Associates will match half (50%) of the employee's contribution up to 4% of base salary.

Child Care Associates provides other benefits, which are outlined in the Staff Handbook, such as paid holidays, paid time off (PTO), as well as a Service Recognition Program.