

Rural Utah Child Development Job Opening Announcement

Position is opened to the community at large and “in house” to parents, current substitutes, temporary, regular employees and regular non-parent volunteers. Job opening announcements are being sent out to parents and staff. The job is also being open to the public through Dept. of Workforce Services.

Position:	Early Head Start Family Educator, part-time
Location:	Moab, Utah
Work hours:	24 hours per week, Monday through Friday
Salary Range:	Starting at \$14.08 per hour, additional education will be considered in pay rate.
Benefits:	*flexible work schedule, *paid holidays, *work at home option
Educational Requirements:	Must have a High School Diploma; CDA, Early Childhood Degree or degree in related field preferred; years of work related experience will be considered in place of degree. Must be willing to obtain a CDA within 2 years of employment. For the right candidate, RUCD will pay for continuing education.
Experience Requirements:	Working with children ages birth to three; Working with at risk families; Working with pregnant women; parenting experience is helpful.
Skills required:	Excellent rapport building skills and able to develop relationships with families; Excellent planning and organizational skills, with the ability to follow through; Keep accurate records, and communicate verbally and in writing; Good computer skills; Good working knowledge of early childhood development; Self-motivated; Team player.
Other factors:	Must have own vehicle, mileage paid at .54 a mile; Willing to work flexible hours to meet family needs (including a minimum of one evening per week); Willing to travel, including overnight trips; Willing to attend meetings and training; Willing to complete medical physical exam every other year; Willing to complete drug screening and have background check; Must adhere to RUCD confidentiality procedures and guidance.
Closing Date:	Resumes will be accepted until position filled. Please submit transcripts or any certifications with your resume. Preference will be given to applicants that have the teaching qualifications.
Additional information:	Contact Donna Motte at 435-630-8445 for questions and further information. <u>Please email or fax resumes to dmotte@rucd.org / Fax 435-636-7822.</u>

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