

## Rural Utah Child Development Job Opening Announcement

The position is open to the community at large and “in house” to parents, current substitutes, temporary, employees, and regular non-parent volunteers. The job is also being open to the public through the Dept. of Workforce Services.

<b>Position:</b> Classroom Support
<b>Location:</b> Moab, Utah
<b>Work hours:</b> 25 hours per week, seasonal, eligible for unemployment in summer months, benefits include paid holidays and vacation. Classroom support will work 4 hours a day, Monday-Thursday.
<b>Salary Range:</b> Starting at \$13.36 per hour (additional education will be considered in pay rate)
<b>Educational Requirements:</b> Must have a high school diploma, Early childhood training preferred (but not required), Willing to obtain a CDA upon hire within the allotted timeframe.
<b>Experience Requirements:</b> Experience working with preschool children preferred.
<b>Skills required:</b> Work as a team with teaching staff following all established classroom practices and ensure a safe, secure, nurturing, welcoming, fun-filled learning environment for preschool children. Ensures visual active supervision of children in the classroom and outdoors at all times. Good working knowledge of early childhood development. Must have planning and organizational skills; be able to communicate clearly both verbally and in writing. Must have basic computer skills. Must have good observation and assessment skills, including administering screening and assessment tools and keeping accurate records. Must have excellent rapport building skills and the ability to develop relationships with families.
<b>Other factors:</b> Must be willing to travel occasionally, including overnight trips, and have reliable transportation and a valid Utah Driver’s License. Must be willing to attend meetings and training. Must be willing to complete and pass a medical, physical exam every four years. Must adhere to Head Start Performance Standards, RUCD Policies & Procedures, and Code of Conduct and Professional Ethics. Must agree to and pass a background check and drug screen.
<b>Closing Date:</b> Resumes will be accepted until <b>the position is filled</b> <b>Please submit a RESUME, transcripts, and any other certifications</b>
<b>Additional information:</b> Contact Shelley Jolley at 435-630-8778 for questions and further information Please <b>EMAIL</b> completed resumes directly to <a href="mailto:sjolley@rucd.org">sjolley@rucd.org</a> A job description is available upon request.
This institution is an equal opportunity provider and employer