
Gaston Community Action, Inc.

Head Start Parents are encouraged to apply

P.O. Box 1653, 223 North Morris Street
Gastonia, NC 28053

Office (704) 861-2283
Fax (704) 866-8725

Advertisement of Vacant Position

Gaston Community Action, Inc. is currently recruiting for the position listed below. All candidates must be able to perform the scope of the work as identified in the position description and meet minimum qualification requirements for the position as advertised. Proof of education such as GED, high school diploma, or college degree must be submitted at the time of application.

<u>TITLE:</u>	Teacher Assistant
<u>DEPARTMENT:</u>	Head Start (Cherryville and Lincolnton, NC)
<u>EMPLOYMENT:</u>	Open until filled
<u>MINIMUM SALARY:</u> (Non-exempt)	\$12.00
<u>EMPLOYMENT STATUS:</u>	Full – Time (Note: Summer Closing no students and staff May to August)

Position Description: Responsible for maintaining a quality learning environment in which each child achieves his/her highest level of social competence and intellectual growth needed for primary school, or other child development facilities. Assist in the instruction with the children in activities designed to promote social, physical intellectual growth needed for Head Start, plan and implement the educational plan, maintain accurate cumulative classroom records and implements Day Care Licensing requisitions ad Head Start Performance Standards in the Head Start Center.

MINIMUM QUALIFICATIONS: AA degree in Early Childhood.

The candidate selected must undergo and pass a drug-screening test before employment.

Applications can be completed the following ways: web-site (www.gastonca.org) and/or in person at 223 North Morris Street, Gastonia, NC 28053; send resumes' to: travice.tatum-conner@gastonca.org.

Qualified applicants must complete an official employment application available in the Gaston Community Action, Inc. Head Start Department, 223 North Morris Street, Gastonia, NC (704) 861-2283. Gaston Community Action, Inc. prohibits the employment of relatives by blood and hires only United States citizens and aliens authorized to work in the United States. Applicants who are employed are allowed a maximum of three (3) workday from the date of employment to provide documentation or application for documentation demonstrating US citizenship or authorized aliens work status. All males participants born in 1960 or after, and who are between the ages of 18 and 25, are required to furnish proof of registration with the Selective Service System within 30 days after the date of employment.