

**Lower Brule Sioux Tribe
Lower Brule Head Start
Job Announcement**

JOB TITLE: Teacher/ Room A (3 yr. old classroom)

JOB CLASS: Level IV (\$17,855 - \$24,842)

JOB SUMMARY: Under the direct supervision of the Education manager, will assist with the implementation of the subpart B-Early Childhood Development of the performance standards.

Illustrative Duties:

- Will insure that no child is left alone or unsupervised under their care.
- Will use positive methods of child guidance and will not engage in corporal punishment, emotional or physical abuse, or humiliation. In addition, will not employ methods of discipline that involve methods of isolation, the use of foods as a punishment or reward, or the denial of basic needs.
- Must comply with the Head Start Standards and Tribal Code that all Head Start staff is mandated to report suspected child abuse and neglect. Will follow Head Start policy for reporting, (keeping in mind that Head Start is a reporting agency, not an investigating agency).
- Must abide by the Lower Brule Sioux Tribe/Head Start staff policies regarding time and attendance.
- To become knowledgeable about and assist with the implementation of “Creative Curriculum” and other teaching resources as identified by the child development manager.
- Will assist with implementing and documentation of individual education plans, to assist with the design of the classroom environment, will assist with and documents the results of the required Head Start screenings; (visual, auditory, behavioral, motor language, perceptual and emotional skills).
- Will keep all records, observations, other information concerning the children and their families confidential.
- Will be required to assist the children and other staff with the daily activities as scheduled.
- Must attend staff meetings, assist with home visits, parent meetings and all Head Start functions and be a bus monitor as scheduled.
- Will be responsible for the classroom management and will supervise other staff assigned to that classroom.
- Will be responsible with all required reporting i.e., monthly room reports, daily attendance and health of children, children’s progress reports, observations for “Creative Curriculum” and other necessary reporting.

- Will assist with keeping facilities clean and arranged orderly, including restrooms, classrooms and materials. Will monitor facility for safety of the children, staff and other visitors, (inside and outside).
- Will perform other duties as assigned by the direct supervisor, education manager, or the program director.

QUALIFICATIONS:

- Must have a high school diploma, GED, (college classes in Early Childhood preferred) must be willing to the classes/training in early childhood.
- Must have good oral and written communication skills.
- Must be able to work with children with special needs.
- Must be able to attend training out of town.
- Must pass medical physical, all immunizations must be kept up to date; documentation of physical will be required.
- Must be able to pass background check and drug test prior to reporting to work.
- Prefer computer skills.
- Must be at least 18 years of age.

To Apply: Submit LBST applications /Resume to:

**Office of Personnel
187 Oyate circle
Lower Brule, SD 57548**

Opening Date: 7/07/22

Closing Date: Until filled