



EMPLOYMENT OPPORTUNITIES

Position: STATE PRE-SCHOOL TEACHERS
Locations: EAST PALO ALTO
Salary Range: Starting at \$19.00 & Depending on Qualifications & Experience

APPLICATION AND SELECTION PROCESS:

IHSD State Pre-School Program requires all applicants to submit copies of transcripts, degree(s) and any certification along with the cover letter and resume. All applicants will be reviewed by a screening committee for satisfaction of minimum qualification standards. The best candidates for the position will be invited for a panel interview.

ATTRACTIVE BENEFITS:

Employer Paid - Medical, Dental and Life Insurance; Vision Savings Eye Care Program

Employer Assistance Program

Voluntary Long Term Disability Insurance

Commuter Benefits

403(b) Retirement Plan Benefits - 8% funded by employer

Paid Holidays, Paid Vacation, Paid Personal Days and Paid Sick Time

Limited Time ONLY & after 6 months of full time employment: Sign-On Bonus and Relocation allowance will be provided if coming from out of the State of CA

JOB DUTIES:

1. Teach a group of children ages 3-5
2. Plan, develop and carry out classroom goals and objectives
3. Develop Individualized Learning plan (ILP) for each child
4. Maintain accurate records on children's developmental progress
5. Make two (2) home visits per year for each child to assess needs and keep parents informed about child's progress
6. Conduct developmental screenings and observations

QUALIFICATIONS:

1. **REQUIRED COPIES OF THE FOLLOWING NEEDED - DEGREE, TRANSCRIPT (OFFICIAL OR UNOFFICIAL), CHILD DEVELOPMENT TEACHER'S PERMIT.**
2. Must possess a Child Development Teacher Permit or qualified to apply for a Child Development Teacher Permit.
3. AA or BA in Early Childhood Education desirable.
4. A minimum of 1 year actual classroom teaching experience.
5. Proof of completion of core ECE courses: Child Development, Early Childhood Education Principles, Early Childhood Education Curriculum, Child, Family & Community.
6. Bilingual in Spanish desirable.

HEALTH AND OTHER REQUIREMENTS:

Physical Examination, TB Test, Immunizations and CPR upon employment
Fingerprint Clearance/Child Abuse Index/Criminal Record Statement/NSOPW

APPLY: Attn: Human Resources Department
Institute for Human and Social Development
155 Bovet Road, Suite 300
San Mateo, CA 94402
E-Mail to: hr_resume@ihsdinc.org

AN EQUAL EMPLOYMENT OPPORTUNITY – AFFIRMATIVE ACTION EMPLOYER