

Dawson County Head Start/EHS/PreK

407 Allen Street Dawsonville GA 30534

Phone (706)265-2980 Fax (706)265-4808

Center Director Email: barbara.padgett@ndohs.org

Assistant Teacher (Head Start)

Qualifications:

- CDA, TCC, or AS degree or higher degree in early childhood
- Preferable at least one year's experience in working with pre-school age children
- Experienced driver with valid license who has access to a vehicle that can be used on the job.
- Must be 21 years of age.
- Able to pass a criminal records check
- Knowledgeable of basic computer skills and predominant software such as Microsoft word, Excel, email, etc.

Job duties include(but not limited to) providing a safe, secure, nurturing learning environment, assisting with preparation of lesson plans, all classroom activities, making and documenting educational home visits, and conferences, recruitment, monitoring and recording (in files and on computer) progress of children. Must attend training sessions as required by the agency,

Interested parties should respond by October 30, 2020.

Please notify your Center Director of your intent to apply.