Community Action Organization of Erie County, Inc.

70 Harvard Place ■ Buffalo, New York 14209 ■ (716) 881-5150 ■ Fax (716) 881-2927

Funding Sources:
U.S. Dept. of H.H.S.
N.Y. State Dept. of State
County of Erie
City of Buffalo

JANUARY 28, 2010 JOB NOTICE IN-HOUSE/PUBLIC

The following positions are available at various CAO Head Start Program throughout Erie County.

POSITION: **TEACHER I & II**
(6 POSITIONS)

DUTIES:

Assist teacher in performance of educational and non-educational functions. Do related work as required. Prepares room and materials for classroom work, accompany staff on home visits as necessary. Assist with children and parents, responsible to classroom teacher. Attends all staff in-service training, community, and parent meetings when requested to do so.

QUALIFICATIONS:

Teacher I – High School diploma/GED, experience with low income preschool children and families preferred.

Teacher II – High School Diploma/GED, Child Development Associate (CDA) credential, experience with low income preschool children and families preferred.

SALARY: **$9.2754 hourly - 10 months**

Applications/resume will be accepted at the Human Resource Office, 70 Harvard Place, 14209 up to and including February 12, 2010 or email to caohr@roadrunner.com. NO PHONE CALLS.

JOB POSTING #089