

## POSITION ANNOUNCEMENT

### Grant-Funded Position

<b>POSITION</b>	<b>ECEAP Teacher (Supervisor I)</b> <b>(Temporary, Full-Time, 40 Hrs./Wk., not to exceed 229 days July 1 - June 30)</b>
<b>ASSIGNMENT</b>	The individual selected for this position will be responsible for planning and conducting daily activities of the classroom under the supervision of the ECEAP Education Supervisor. Individualize child activities, staff supervision, maintenance of a safe and orderly physical environment, and acting as a liaison with school and community agencies are just a few of the varied responsibilities. Additionally, these individuals will extend the educational program into the child's home and provide opportunities for parents to experience education in the classroom. Attend all appropriate staff meetings and training sessions.
<b>QUALIFICATIONS</b>	Associate Degree in Early Childhood Education. One (1) year consistent paid experience with groups of children 3 to 5 years of age in an early childhood classroom program, that includes supervision of adults and classroom planning/management. Able to relate well to children and to adults from varying cultural, educational and socio-economic backgrounds. Demonstrate fluent verbal and written command of the English language. Must have initial health examination, periodic check-up and be free of communicable disease. Must have dependable, available automobile, with valid driver's license and insurance. Must submit to fingerprinting and to a criminal history background check. Must have a Food Handlers Card and CPR and First Aid certificate.
<b>THE AGREEMENT</b>	Our agency defines this position as temporary, full-time and is contingent upon continuation of State and Federal monies.
<b>SALARY</b>	Entry is expected at \$15.13 – \$19.32 (Supervisor I, on the EOCF wage scale) per hour + year round benefits.
<b>THE PROGRAM</b>	Educational Opportunities for Children and Families non-profit corporation providing comprehensive services to low-income children and their families, including children with disabilities in Clark, Pacific, Wahkiakum and Cowlitz Counties in the state of Washington. EOCF's administrative offices are located at 10621 N.E. Coxley Drive, Suite 207, Vancouver, WA 98662-6100.
<b>DEADLINE</b>	Open recruitment. After the screening process, all candidates will be notified of their status. <b>Incomplete applications cannot be considered for interview.</b>

**POSITION ANNOUNCEMENT - ECEAP TEACHER  
PAGE 2**

**APPLICATION  
PROCEDURE**

Application forms and job description are available at:  
[www.eocfwa.org](http://www.eocfwa.org) ; or by calling / visiting:

EOCF Administrative Office  
10621 N.E. Coxley Drive, Suite 207  
Vancouver, WA 98662-6100  
(360) 896-9912  
between 9:00 a.m. and 4:00 p.m., weekdays

**MAILING ADDRESS**

P.O. Box 821110  
Vancouver, WA 98682-0025

A complete application file consists of:

- EOCF Application Form
- Cover Letter or Statement of Interest
- Resume
- Copies of Transcripts
- Signed Declaration Statement

**EOCF Employees** may participate in a recruitment by submitting a written request to HR to activate their current application packet **or by submitting an updated application packet as deemed appropriate.** “Employees currently working in their introductory service period or trial service period are not eligible to apply for another EOCF position until they have successfully completed their introductory or trial service period.”  
Personnel policy 301.1 p.4.

Documentation requirements upon acceptance of position:

- Results (from within the past year) of a negative TB test prior to working in classroom with children

**EDUCATIONAL OPPORTUNITIES FOR CHILDREN AND FAMILIES IS AN EQUAL OPPORTUNITY EMPLOYER AND SHALL NOT DISCRIMINATE AGAINST AN EMPLOYEE OR APPLICANT FOR EMPLOYMENT BECAUSE OF RACE, COLOR, RELIGION, SEX, SEXUAL PREFERENCE, AGE, MARITAL STATUS, NATIONAL ORIGIN, CREED, MENTAL OR PHYSICAL HANDICAP, STATUS AS A VIETNAM-ERA VETERAN OR DISABLED VETERAN, OR ANY OTHER CLASS NOT LISTED, AS SO DESIGNATED BY STATE AND/OR FEDERAL LAW. ALL SELECTIONS OF PERSONNEL ARE BASED UPON BONA FIDE OCCUPATIONAL QUALIFICATIONS.**