



## **FSI Employment Opportunities - effective February 6, 2012**

### **For Early Head Start**

#### **Infant/Toddler Teacher (1 FT position)**

Promotes school readiness among multi-ethnic and socially isolated children ages six weeks through three in a classroom setting. Serves as the primary care giver for an assigned group of children. Plans and implements developmentally appropriate activities in the classroom in correlation with the Creative Curriculum and Individualized Child Development Plans. Prepares daily group and individual lesson plans. Establishes a nurturing, supportive, and stimulating relationship with children through strong communication skills and an individualized approach to each child's stages of development.

**Qualifications:** Child Development Associate (CDA) credential with certification for Infants and Toddlers. Experience working with zero to three population. Experience providing direct services to multi-ethnic, at risk, low-income families. A nurturing, patient, mature, and calm manner and a sensitivity to family issues. Ability to communicate well with families and professionals and deal with a variety of personalities and situations in the classroom. A working knowledge of developmentally appropriate curriculum. Must meet qualifications for approval by the Maryland State Department of Education under COMAR 13A.16 and the Head Start Performance Standards. Ability to lift 40 lbs. Bilingual English/Spanish preferred.

#### **Teen Parent Specialist (1 PT position)**

Private non-profit in Gaithersburg seeks experienced individual to oversee services to parenting teens to support their educational goals and enhance parenting skills. Provides oversight of weekly child development class and conducts summer teen program. Coordinates services with local high schools and monitors student attendance and educational progress. Coordinates interviews for enrollment to Discovery Station Child Development Center.

**Qualifications:** Bachelor's degree in human services field, with a minimum of two years experience working with adolescents, teen parents preferred. Fluency in Spanish and English preferred, as well as knowledge of family-centered practice, community resources, and cultural competency. Ability to communicate well with parents, community members, and professionals. Strong written and oral communication skills. Well organized and ability to work as part of a team. Must have use of reliable car for work purposes and valid driver's license.

**Bus Driver (1 PT position)**

Provide transportation to families with children ages birth through three years on yellow school bus in accordance with Head Start Performance Standards. Transport teen parents and children Monday through Friday to/from home to EHS and EHS to home. Create transportation plans for Group Socializations, governance meetings, and special events. Maintain regular maintenance schedule for buses to meet Maryland state requirements and Head Start Performance Standards. Maintain files with all required documentation to ensure compliance with Head Start Performance Standards. Maintain confidentiality of family records and information.

**Qualifications:** Must have a valid Commercial Drivers License (CDL) and Maryland driver's license. High school diploma or equivalent. Previous experience working with families preferred. Ability to communicate well with parents, community members, and professionals. Bilingual preferred. Must have own transportation to and from the office. Every MCPS School Day required to work 6:00 AM to 8:00 AM and 2:00 PM to 4:00 PM. Ability to lift 40 pounds.

If you are interested in any of these positions, please forward your resume to Cliff Allen, HR Director, by fax at 240-631-9356, by mail to 610 East Diamond Avenue, Suite 100, Gaithersburg MD 20877 or e-mail to [careers@fs-inc.org](mailto:careers@fs-inc.org). EOE