



**HEAD START
POSITION ANNOUNCEMENT**

POSITION TITLE: Full-Time Classroom Resource Assistant

LOCATION: Sargent Shriver Center

HOURS/ SHIFT: Monday – Friday
35 hours/week
44 weeks per year

SALARY RANGE: Senior Staff Status \$15.61 / HR
Several entry level courses in Early Childhood Education may qualify as Senior Staff.
CDA \$15.86 / HR
2-year degree \$16.12 / HR

BENEFITS: Great Benefits –

- Paid Health, Dental, and Vision
- Paid Lunch
- PTO / ESS Leave
- Holidays
- Agency Paid Life and Short-Term Disability Benefits
- Eligible to participate in Retirement Plan

QUALIFICATIONS:

Minimum qualifications – High School diploma or equivalent and senior staff status; one-year experience working in a classroom setting with children.

RESPONSIBILITIES:

Responsible for assisting in all aspects of classroom operation. Main duties include: greeting parents and children, gathering supplies/materials for the day, setting up activities, assisting with toileting children, assisting with lunchtime, planning, preparing children for departure, preparing room for next day, supervising children indoors and outdoors, teaching concepts/skills per Head Start Performance Standards.

Internal / External Posting
Application Deadline: January 31, 2025

Submit application and resume to:
Human Resources
Head Start of Washington County, Inc.
325 W. Memorial Blvd., Hagerstown, MD 21740
Equal Opportunity Employer