



*Building Better Futures*

## **CLASSROOM TEACHER II**

**JOB CODE: HS003**

**Schedule: Full Time On-Site**

**Work Status: Regular / Non-Exempt**

**Salary: Starting pay 15.43 / hr. based on experience and education**

**Retention Incentive: up to \$3,000**

**Location(s): Mt. Vernon, MO**

### **We Invite You to Join UMOS' Diverse & Dedicated Team**

Are you a motivated, results-oriented candidate seeking to put your talents, skills, and experience to work as part of a mission-driven, customer-focused organization? If so, we invite you to join UMOS' diverse and dedicated team of over 1,000 professionals making a positive difference across more than 60 offices in seven states. Whether you are passionate about facilitating early childhood development; providing training and career planning for a parent; aiding a farmworker in accessing basic needs and new opportunities; educating at-risk individuals in HIV prevention; or supporting those fleeing domestic violence or human trafficking, UMOS is the place where you can fulfill your passion for helping families, businesses, and communities build better futures.

#### **Benefits**

To support its team members, UMOS offers highly competitive compensation as well as a benefits package including:

- Paid time off that increases over your years of service
- 12 paid holidays annually
- A robust range of insurance covering health, dental, vision, life, short- and long-term disability, and accidental death & dismemberment
- The options to establish either a Health Savings Account or Flexible Spending Account, which can be used to cover deductibles, prescriptions, and other healthcare expenses
- A variety of support services to promote well-being through the employee assistance program
- Retirement plan options, including 401(k) and Roth IRA, allowing you to make pre-tax or after-tax contributions. For those participating in the 401(k) Retirement Plan, UMOS annually contributes at least 3% of employees' eligible compensation

#### **Advancement**

In addition, UMOS offers opportunities for advancement. In fact, a number of the senior management, including Lupe Martinez, President & CEO, were promoted from within the organization.

## **Diversity & Equal Opportunity**

UMOS is proud to be an Equal Opportunity Employer, and encourages qualified candidates of all backgrounds to apply, irrespective of race, ethnicity, color, religion, sex, national origin, sexual orientation, marital status, disability, age, parental status, and military service, or any other status protected by federal, state, or local law. In fact, 78% of senior management positions are held by people of color and women.

**Do you love working with children, and do you want them to be successful in life? If you are an educator with this vision and believe that quality education is the starting foundation for a child's success, then we have an outstanding teaching opportunity available!**

In this role, the Teacher will implement the Education Program, which includes developing age-appropriate classroom environments, lesson plans, conducting child screenings and assessments, home visits and tracking child's progress through outcomes geared towards school readiness in accordance to Head Start Performance Standard, UMOS policies and procedures and the UMOS Work plan (The Model). Will ensure the health and safety of children and supervise children at all times.

## **Primary Responsibilities (not all inclusive):**

1. The teacher will A.) Schedule, complete and track all required home visits and parent/teacher conferences, B.) Schedule and complete child developmental screenings and assessments, C.) Ensure collection of and timely online entry of classroom observations and documentations, D.) Complete assessment finalization checkpoints for all children within the specified time frame for each event. E). Use those results to create/update individualized plans in conjunction with parents to address each child's needs and track child's progress.
2. Plan and implement indoor and outdoor learning environments and experiences by implementing the Creative Curriculum System, UMOS School Readiness Plan, and the Head Start Early Learning Outcome Framework.
3. Implement daily activity plans, field trips, and transition activities and submit completed, legible, required documents to the Child Development Coordinator in a timely manner.
4. Participate in the development of Individual Education Plan (IEP) or Individual Family Service Plan (IFSP) through the referral of any child with a suspect screening or exhibiting suspect behaviors as well as providing input on goals, and ensuring Individual Goals are integrated into the individualized plans and lesson planning that includes tracking progress of child through case recordings.
5. Responsible for direct supervision of teacher assistants, teacher trainee and classroom volunteers to include scheduling daily activities, coaching and mentoring assistants and volunteers.
6. Maintain required documentation (including but not limited to child roster/absentee list, meal count, classroom child file, case notes, developmental screenings and assessments, etc.) on children and classroom activities and submit written reports to the Child Development Coordinator in a timely manner.
7. Maintain written and verbal communication with families that captures ongoing dialog with parents regarding the developmental progress and other pertinent information regarding their child using the

PFCE Framework. Such examples include, but are not limited to red bag notebooks, visit/conference forms, and parent notifications.

8. Implement and document the Child Adult Care Food Program (CACFP) in accordance with federal state and local regulations that includes conducting and participating in family style meals according to the UMOs procedure.
9. Implement required health and safety policies and procedures including, but not limited to storage of poisonous and hazardous materials, conducting health and safety checklists, daily child observation, diapering, injury/accident prevention, child accident reports, sanitizing, cleaning and universal precautions.
10. Participate in the ongoing weekly generation and collection of non-federal share (in-kind) and such examples include, but are not limited to home activities and classroom volunteers.
11. Report suspected child abuse and neglect in accordance to state law and UMOs policies and procedures.

## **Qualifications:**

1. Demonstration of COVID-19 Vaccination required as regulated by company protocol, local, state, and/or federal regulations.
2. Be 21 years of age.
2. Must have an AA in Early Childhood or related field and/or have completed 30 college credit hours towards attainment of AA in Early Childhood or related field of which 15 college credit hours must be in Early Childhood Education and/or acquired an Infant and Toddler CDA (Infant and Toddler classroom only).
3. Preferred teaching experience with children ages 0-5.
4. Strong oral and written communication skills. Preferred Bilingual in Spanish and English (oral and written).
5. Must have basic computer skills to include but not limited to data entry and internet.
6. Have reliable transportation; hold a valid driver's license with adequate car insurance.
7. Work flexible and/or irregular hours with some travel.

[CLICK HERE TO APPLY FOR THIS JOB.](#)

*UMOS is an equal opportunity Affirmative Action employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.*