

# Gaston Community Action, Inc.

Post office Box 1653, 223 N. Morris Street  
Gastonia, North Carolina 28053

Office: (704) 866-8721  
Fax: (704) 866-8725

## Advertisement

(Head Start Current and Former Parents are encouraged to apply)

|  |                          |  |                   |
|--|--------------------------|--|-------------------|
| <b>Job Title:</b>  | N.C. Pre K Teacher       | <b>Job Category:</b>   | Human Service     |
| <b>Department/Group:</b>   | Head Start               | <b>Travel Required:</b>  | Yes               |
| <b>Location:</b>   | Gaston or Lincoln County | <b>Position Type:</b>  | Full-Time Exempt  |
| <b>H.R. Contact:</b>   | Travice Conner           | <b>Date posted:</b>  | 6/1/2022          |
| <b>Will Train Applicant(s):</b>  | Yes                      | <b>Posting Expires:</b>  | Open until filled |
| <b>Applications Accepted By:</b>   |                          |  |                   |
| <b>Fax, E-mail, or Online:</b><br>(704) 866-8725 or <a href="mailto:travice.tatum-conner@gastonca.org">travice.tatum-conner@gastonca.org</a><br><b>Subject Line: N.C. Pre K Teacher (Gaston or Lincoln County)</b><br><b>Online:</b> <a href="http://www.gastonca.org">www.gastonca.org</a>  |                          | <b>Mail: Gaston Community Action, Inc.</b><br>Human Resource Manager<br>P.O. Box 1653<br>Gastonia NC 28054 |                   |
| <b>Job Description</b>   |                          |  |                   |
| <b>Role and Responsibilities</b><br>Responsible for maintaining a quality learning environment in which each child achieves their highest level of social competence and intellectual growth needed for primary school or other child development facilities. Instructs children in activities designed to promote social and physical intellectual growth needed for Head Start. Plans and implement the educational program, maintain accurate cumulative classroom records, and implements Day Care Licensing requisitions and Head Start Performance Standards in the Head Start Center and NC Pre-K guidelines. |                          |  |                   |
| <b>Qualifications and Education Requirements</b> <ul style="list-style-type: none"><li>• Bachelor's degree in Early Childhood and B.K. License</li><li>• Bachelor's degree in Early Childhood and working toward BK Lincsure (must complete six semester hours per year with a grade "C" or higher (2.7 cumulative GPA)</li><li>• 3 - 6 months working with three and 4-year-old children</li></ul>  |                          |  |                   |
| <b>Special Skills</b> <ul style="list-style-type: none"><li>• Bilingual</li><li>• B.K. License</li></ul>   |                          |  |                   |
| <b>Reviewed By:</b>  |                          | <b>Date:</b>   | 5/23/2022         |
| <b>Approved By:</b>  |                          | <b>Date:</b>   | 5/23/2022         |
| <b>Last Updated By:</b>  | <i>Travice Conner</i>    | <b>Date:</b>   | 5/23/2022         |

Gaston Community Action, Inc. provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type 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.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, and transfer, leaves of absence, compensation, and training.