

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)

Job Title:	Teacher Assistant	Job Category:	Human Service
Department/Group:	Head Start	Travel Required:	Yes
Location:	Gaston County	Position Type:	Full-Time
HR Contact:	Travice Conner	Date posted:	6/1/2022
Will Train Applicant(s):	Yes	Posting Expires:	Open until filled
Applications Accepted By:			
Fax, E-mail, or Online: (704) 867-8250 or travice.tatum-conner@gastonca.org Subject Line: Teacher Assistant Attention: RE: Online: www.gastonca.org		Mail: Gaston Community Action, Inc. Human Resource Manager PO Box 1653 Gastonia NC 28054	
Job Description			
Role and Responsibilities Assist the classroom teacher in providing meaningful educational experiences to the children assigned to the classroom; has the responsibility of assisting the classroom teacher in providing documentation regarding the families and children entrusted to them, and decisions are made on a routine level under the direction of the classroom teacher. On occasion, they have daily contact with the families participating in the program and the general public. The employee has no supervisory responsibility. Employees must abide by the minimum standards for Child-Care Centers, Head Start Performance Standards, and other Program Policies and Procedures.			
Qualifications and Education Requirements <ul style="list-style-type: none">• Associates Degree in Early Childhood• Current CDA• 3 - 6 months working with three and 4-year-old children			
Special Skills <ul style="list-style-type: none">• Bilingual			
Reviewed By:		Date:	5/23/2022
Approved By:		Date:	5/23/2022
Last Updated By:	<i>Travice Conner</i>	Date:	5/23/2022

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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.