



Kids Are First, Inc.

2208 N. 1st Street/ PO BOX 1378
Carrizo Springs, TX. 78834
Ph. 830 876-9265/Fax 830 876-9285



Position: Mentor Teacher
County: Dimmit
Full-Time Regular Exempt
Date Open: 10/05/2022
Date Closed: Until filled

This position oversees all classroom environments to ensure that the health and safety of children (Early Childhood 0-3) and support the intentionality of positive teacher child interactions for greater child outcomes.

DUTIES AND RESPONSIBILITIES OF THE POSITION

Duties of the position are described in major functional areas listed below. Additional duties may be assigned.

- Conducts classroom observations.
- Provides coaching and mentoring to teaching staff.
- Provide classroom management support
- Conducts CLASS observations
- Attends all workshops and meetings as deemed necessary by the immediate supervisor.
- Responsible for understanding Head Start Performance Standards and local child care licensing regulations.
- Positively promotes Head Start in the community.
- Becomes thoroughly familiar with KAF Employee Handbook, Operations Manual, KAF Policy and Procedures, resources and adheres to them.
- Maintains strict confidentiality with respect to Kids Are First, Inc., children, families and staff in accordance with established policies and procedures.
- Performs other duties as assigned.

LANGUAGE SKILLS

Bilingual preferred (English/Spanish or English or other language present in the local area).

EDUCATION AND EXPERIENCE

- A minimum of baccalaureate degree in early childhood education or a related field and experience in Early Childhood;



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- A baccalaureate or advanced degree in any field and *coursework** equivalent to a major relating to Early Childhood Education

PHYSICAL DEMANDS AND WORKING CONDITIONS

- Must be able to lift up to 45 pounds.
- Some exposure to communicable diseases.
- Noise level in work environment may be moderate to loud.
- May require travel within the service area and out of state.
- Work is typically performed in a classroom setting and some office work required.
- Some evenings and weekend work may occasionally be required.

EMPLOYMENT CONDITIONS UPON RESULTS OF THE FOLLOWING

- Criminal history clearance central registry, DPS and FBI clearance
- Successful Physical Capacities Examination and TB screen results.
- Must have reliable transportation and if/when using own vehicle must have minimum automobile coverage required by state.
- To drive agency vehicles must have a valid driver's license and be insurable by the KAF, Inc. insurance carrier and have a Motor Vehicle Record acceptable to KAF, Inc.

DISCLAIMER

- This job description is intended to convey information essential to understanding the scope of this position. Nothing in the job description restricts KAF, Inc.'s rights to change, assign, or re-assign duties and responsibilities at any time for any reason.

Apply AT: Kids Are First, Inc., located at 400 Peña Street, or mail to Pat Dominguez, HR, P.O. Box 1378, Carrizo Springs, TX 78834 or email to hr@kafhs.org or by contacting the Workforce Solutions Middle Rio Grande, 307 West Nopal St., Carrizo Springs, TX 78834.