



PUEBLO OF ISLETA  
HUMAN RESOURCES DEPARTMENT  
P.O. BOX 1270, ISLETA, NM 87022  
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### VACANCY ANNOUNCEMENT

**POSTING NO: 063-16**

**OPENING DATE: 05/12/2016**

**CLOSING DATE: OPEN UNTIL FILLED**

**POSTED: IN AND OUT**

**POSITION:** Early Head Start Teacher II  
**PAY GRADE:** NE9 (\$16.07 to \$18.89 per hour)  
**FLSA STATUS:** Non-Exempt  
**DEPARTMENT:** Head Start/Early Head Start/Child Care  
**REPORTS TO:** Education Coordinator

**JOB PURPOSE:** Provides and coordinates daily early childhood development services and provides a successful, safe and supervised educational setting for infants and toddlers in accordance with Head Start performance standards, federal and tribal standards, regulations, and laws.

Minimum Qualifications/Requirements:

- Bachelor's Degree in Early Childhood Development or related field with credit in ECME.
- One year experience working in a classroom, Head Start or similar situation preferred.
- One year experience working with infants and toddlers preferred.
- CPR and First Aid Certified.
- Must obtain and maintain Food Handler's Card.

Knowledge, Skill and Ability Requirements: Describe how you obtained these Knowledge's, Skills and Abilities

- Knowledge of principles and practices of early childhood development and care.
- Knowledge of the different stages of child development.
- Knowledge of applicable rules, regulations, policies and procedures related to child care.
- Skill in nurturing, motivating, teaching and guiding children.
- Ability to supervise and ensure a safe learning environment for children in a classroom setting.
- Ability to perform and analyze child development assessments.

Other Requirements:

Individual selected is subject to the following:

- Valid New Mexico driver's license with ability to meet Pueblo of Isleta liability insurance requirements and maintain eligibility for insurance.
- Must be able to pass a physical examination and TB screening.
- Satisfactorily pass a background investigation, with NO prior convictions of any felonies
- Must comply with the Pueblo of Isleta Drug Free Workplace policies
- Must have fingerprinting completed prior to employment.

Work Environment:

- Work is performed in a child development center and classroom environment with high noise level.
- Exposure to bodily fluids, urine, or feces of babies or infants.
- Exposure to unpleasant odors and infectious disease.
- Exposure to household chemicals and cleaning supplies may occur.
- Evening and weekend work may be required.

PREFERENCE: Tribal preference and Native American Indian preference applies to all Pueblo of Isleta positions.