



<u>Position</u>	<u>Qualifications</u>
Center Director/Teacher	Must have an Oklahoma Director's Credential and an Associate's or Bachelor's degree (preferred) in child development or early childhood education, equivalent coursework, or at least an associate degree in a related field and equivalent coursework with experience teaching preschool-age children or AA or BA (or request waiver if working toward degree).
Center Director/Family Advocate	Must have an Oklahoma Director's Credential and an Associate/Bachelor's degree. Must have within eighteen months of hire, at a minimum, a credential or certification in social work, human services, family services, counseling, or a related field.
Head Start Teacher	Must have an Associate's or Bachelor's degree (preferred) in child development or early childhood education, equivalent coursework, or at least an associate degree in a related field and equivalent coursework with experience teaching preschool-age children or AA or BA (or request waiver if working toward degree).
Teacher Assistant	Must have a Child Development Associate (CDA) credential or a state-awarded certificate that meets or exceeds the requirements for a CDA credential, or are enrolled in either a CDA credential program to be completed within two years of the time of hire, or enrolled in a program that will lead to an associate or baccalaureate degree.
Early Head Start Teacher	Must have a Child Development Associate (CDA) credential or comparable credential with coursework in early childhood development with a focus on infant and toddler development.
Family Advocate	Must have within eighteen months of hire, at a minimum, a credential or certification in social work, human services, family services, counseling, or a related field.
Program Aide	Must have high school diploma.
Cook	Must have high school diploma.
Mentor Teacher	Must have a baccalaureate degree in early childhood education or a related field.



Mission Statement

To invest in our communities, to improve the quality of life, and to provide comprehensive services

Values

Innovation, Balance, Accessibility, Teamwork, and Excellence

Vision

HWC will be a national model of excellence in providing all inclusive care for people of all ages.

About Head Start and Early Head Start

Head Start is a comprehensive child development program that promotes education, nutrition, health, social services, and family well-being to children between the ages of birth to five years old while engaging parents as partners every step of the way. Head Start is designed to prepare children for school as it embraces families and encourages them to achieve a better life. Since it began in the 1960s, Head Start is one of the most successful federal programs ever created. Early Head Start serves Pregnant Women, Infants, and Toddlers through a full-year program. Head Start serves children ages 3 to 5 and their families throughout the school year.

In the Classroom

Head Start classrooms are always full of excitement. At any time, students may be engaged in large group lessons, small group activities, or individualized learning through play and hands-on fun. Each Head Start classroom has one Teacher who has at least an Associate or Baccalaureate degree and one Assistant Teacher who has at least a Child Development Associate (CDA) credential or is in the process of obtaining this. Early Head Start classrooms have two Teachers who both have a Child Development Associate (CDA) credential for infants and Toddlers. Each family works with a dedicated Family Advocate who is available to provide additional support throughout the year. Program Aides are provided at each center, and Special Needs Assistants are also available when necessary.

HWC Adventure Head Start Employee Benefits

- Paid Time Off (PTO)
- Paid Holidays
- Company pays a large portion of insurance premiums (medical, dental, vision, and first \$20K of life insurance)
- Company-paid short-term disability policy
- Spouse and dependent children living in the home can be seen at any HWC clinic for the lowest amount on the sliding fee scale
- Cost of Living Adjustment (when funded by Head Start)
- Annual Employee Incentive Program
- 401K Matching – 4%
- Longevity Payments
- Training and Professional Development Opportunities