Please post

Quileute Tribal Council

•QUILEUTE INDIAN TRIBE•

Personnel Department

PO Box 279 La Push, WA 98350
(360) 374-4366/4367 Fax (360) 374-4368

Quileute Tribal Day Care
CHI CHO OTSK ATI
"House of Children"

Position:	**Lead Teacher Child Care**
Supervisor:	Administrative Supervisor
Salary:	DOQ/E
Opens:	December 7, 2016
Closes:	**December 21, 2016** or until filled

The person selected for this position will be responsible for the general supervision and management of a group of children in ages ranging from birth through twelve. The person selected for this position must be professionally prepared as a child care provider of young children, especially in the field of early childhood education or development, and be able to meet the requirements of the licensing agency. This person must be sensitive and mature individual who is able to relate well to both children and adults.

Responsibilities
Include but not limited to the following:

- Age appropriate planning, supervising, and implementing the program for the children
- Gearing the program to the needs of individual children with concern for their interest, challenges, and individual learning styles
- Helping the children become aware of their roles as integral members of a group
- Be responsible for ordered arrangement, appearance, décor and the learning environment
- Assist the director supervising the child care staff, ensuring the smooth cooperation of all activities
- Assist the director in staff training activities, demonstrations and staff evaluations
- Attend all staff meetings and also be responsible for one in-service staff meeting every four months
- Other duties as assigned

WAC (Washington Administrative Code) 170-297-1720

1) Lead teachers may be employed to be in charge of a child or a group of children.
2) The lead teacher must have the understanding, ability, physical health, emotional stability and good judgment to meet the needs of children
3) Lead teachers must:
    a) Be eighteen years of age or older
    b) Have on year experience of school age care
    c) Have a TB test as required under WAC **170-297-1750**
    d) Have a background clearance as required under chapter **170-06** WAC
    e) Have a current CPR and first aid certification as required under WAC **170-297-1825**
    f) Have a high school diploma or equivalent
    g) Complete 20 hours of STARS training within six months of assuming the position of lead teacher
    h) Complete ongoing training hours as required under WAC **170-297-1800**

i) Complete HIV/AIDS training and annual blood borne pathogens training as required under WAC **170-297-1850**
j) Have a food worker card, if applicable
k) Attend an agency orientation as required under WAC **170-297-5800**

4) Lead teachers are counted in the staff to child ratio
5) When the site coordinator is off-site or unavailable, lead teachers may assume the duties of site coordinator when they meet the site coordinator minimum qualifications, may also serve as a child care staff when the role does not interfere with management and supervisory responsibilities

Tribal Day Care Qualifications

- Current and retain a Washington State Driver's License
- Complete Hepatitis B series or acquire one if employed by the Tribe/have Hepatitis screening within thirty days
- The ability to lift over 50 lbs. and be physically active
- Proper physical agility and ability are recommended for this position such lifting children, and being able to participate and demonstrate physical activities for the children
- Ability to pass a physical exam allowing that the person hired is free from communicable or contagious disease
- Must pass a tribal background if applicable
- Children learn by observing adults and others. Being a good role model is important. That is why smoking within 25 feet from the Tribal building and property and in view of children is not acceptable

Submit resumes, cover letter and QTC job application to:

Quileute Tribal Council
Personnel Department
P.O. Box 279
La Push, WA 98350

Obtain a job application/description at www.quileutenation.org

If the applicants have equal Qualifications, preference will be given to Quileute Indian applicants and other Native American and Alaskan Natives. Except as provided by the Indian Preference Act, Title 26 U.S. Code Section 472 & 473, there will be no discrimination in selection because of race, color, creed, age, sex, national origin, physical handicap, marital status, membership or non-membership in an employee organization.