



Quileute Tribal Council

• QUILEUTE INDIAN TRIBE •

Human Resources Department

P.O. Box 279 • La Push, WA • 98350

(360) 374-6163 / 4367 / 2175 • Fax (360) 374-4368



Quileute Tribal Day Care CHI CHO OTSK ATI “House of Children”

Position: (1) Lead Teacher-Child Care
Supervisor: Administrative Supervisor
Salary: \$15.00/hour
Opens: June 28, 2022
Closes: **Until filled**

The person selected for this position will be responsible for implementing the center early learning program. The person selected for this position must be professionally prepared as a childcare 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
- Attend all staff meetings
- Other duties as assigned

WAC (Washington Administrative Code) 110-300-0100 (5)

- 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 a TB test as required under WAC 110-300-0105
 - c) Have a background clearance as required under chapter 110-06 WAC
 - d) Have a current CPR and first aid certification as required under WAC 110-300-0106
 - e) Have a high school diploma or equivalent
 - f) Complete 30 hours of STARS training within six months of assuming the position of lead teacher
 - g) Complete ongoing training hours as required under WAC 110-300-0107

- h) Complete HIV/AIDS training and annual blood borne pathogens training as required under WAC 110-300-0106
 - i) Have a food worker card, if applicable
 - j) Attend an agency orientation as required under WAC 110-300-0110
- 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

Requirements

- Current Washington State Driver's License or ability to obtain in 3 months
- High school Diploma or GED, or ability to obtain in one year
- Have a minimum of an ECE initial certificate or equivalent as approved and verified in the electric workforce registry by the department within five years of date
- Complete TB as required
- Maintain a current first aid and CPR training as required
- Current Food handler's card
- Complete HIV/AIDS training and annual blood borne pathogens training as required
- 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
- Have background clearance as required under WAC110-06, including Tribal background, as 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 **cover letter, resume and QTC job application** to:

Quileute Tribal Council
C/O Human Resources Department
P.O. Box 279
La Push, WA 98350
hr@quileutenation.org

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.