



Human Resources
 98 Austin Street, Patchogue NY 11772

Summary of Open Positions

As of: August 24, 2020
Closing: August 31, 2020

Interested applicants can fax their resume to (631) 758-2953 or Email resumes to humanresources@liheadstart.org Or call (631) 758-5200 for more information.

We offer a competitive salary, comprehensive health benefits, premium free dental, advancement opportunities, educational stipends, 14 paid holidays, retirement plan, and much more. Ask about your "hidden paycheck"

HEAD START JOB POSTING	
Teacher	Bay Shore, Bridgehampton
Mental Health Specialist	Central Administration
Parent Involvement Specialist - Bilingual	Central Administration

EARLY HEAD START JOB POSTING	
Teacher I	Islip EHS

EHS-CCP JOB POSTING	
EHS-CCP Assistant	Central Administration



The Best Beginning is a Head Start!

The mission of Long Island Head Start is to provide a comprehensive learning environment to children, respectful of their cultures; and to assist families in reaching self-sufficiency through the combined efforts of parents, community and staff.



98 Austin Street, Patchogue, NY 11772

(T) 631-758-5200 (F) 631-758-2953

JOB ANNOUNCEMENT

Position Title: Mental Health Specialist

Location: Central Administration

Hrs per week: 35

Position Description:

- Assures that the mental health services and activities provided are consistent with Head Start Performance Standards, and Federal, State and local requirements and is responsible for the overall monitoring of the mental health services provided to children. Also, serves as a leader in providing mental wellness support, guidance and referrals for additional services.

Requirements:

- Master's Degree in Social Work or related degree in Mental Health leading to licensure and two (2) years' experience in mental health setting working with children under 5 and their families.

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Long Island Head Start provides comprehensive early childhood education, health, nutrition, and parent involvement services to low-income and at-risk children and their families. We have 24 Head Start & Early Head Start Centers throughout Long Island.

Long Island Head Start offers a competitive and comprehensive benefits package: competitive salary, employer paid dental, multiple medical plan options with low employee contribution rates, employer matching retirement savings plan, paid holidays, sick days, and personal days, paid summer furlough*, education stipends and early, education release time, E.I.P. program, and much, much more!



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JOB ANNOUNCEMENT

Position Title: EHS-CCP Assistant
Location: Central Administration
Hrs per week: 35

Position Description:

- Under the immediate direction of the Director of Infant/Toddler Services, the EHS-CCP Assistant is responsible for secretarial and clerical duties and helps work toward building the organization to be an exemplary Head Start program and the premier child and family development organization on Long Island. As directed by the Director of Infant/Toddler Services, the EHS-CCP Assistant may also provide comprehensive secretarial and support services to the EHS-CCP staff.

Requirements:

- Graduate of an approved Secretarial Science Program with one (1) year experience or High School Diploma or equivalent and two (2) years secretarial experience.

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JOB ANNOUNCEMENT

Position Title: Parent Involvement Specialist – Bilingual

Location: Central Administration

Hrs per week: 35

Position Description:

- The Parent Involvement Specialist will work in the areas of parent involvement, fatherhood initiatives, and assist with volunteer services, donations, and in-kind contribution.

Requirements:

- A Bachelor's Degree in Social Sciences, Communication and/or related field and three (3) years or more of successful work experience in this or a related field. **Bilingual preferred.**

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JOB ANNOUNCEMENT

Position Title: Teacher

Location: Bay Shore, Bridgehampton

Hrs per week: 35

Position Description:

- Provide learning experiences consistent with developmentally appropriate early childhood practices and Head Start philosophies, requirements and performance standards. Plan classroom activities and supervise classroom volunteers. Maintain children's progress records and work closely with the Early Childhood Education Specialist.

Requirements:

- **Minimum:** An Associate's Degree in Early Child Development plus three (3) years teaching children (preferably preschool children in a pre-school setting).
- **Preferred:** A Master's degree in Early Childhood Education, with one (1) year experience teaching children (preferably preschool children in a pre-school setting). NYS Certification preferred. Or, a Bachelor's Degree in Early Childhood Education with two (2) years experience teaching children (preferably preschool children in a pre-school setting).

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JOB ANNOUNCEMENT

Position Title: Teacher I

Location: Islip EHS

Hrs per week: 35

Position Description:

- Provide learning experiences consistent with developmentally appropriate early childhood practices and Head Start philosophies, requirements and performance standards. Involve parents in the education process at the Head Start Center. Plan classroom activities and supervise classroom volunteers. Maintain children's progress records and work closely with the Early Childhood Education Specialist.

Requirements:

- **Minimum:** High School diploma with a current Infant/Toddler Child Development Associate credentialing (CDA) with five (5) years' experience working with infants and toddlers in a child care setting and an approved plan to meet the foregoing preferred requirement.
- **Preferred:** A Bachelor's Degree in Early Childhood Education with two (2) years' experience teaching infants and toddlers in a child care setting. Or, an Associate's Degree in Early Child Development with three (3) years' teaching infants and toddlers in a child care setting, and an approved plan to meet the foregoing requirement.

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