



Cen-Tex Family Services, Inc.

2402 North Main Street, Bastrop, TX 78602
Ph. (512) 303-7737 Fax (512) 303-6604
An Equal Employment Opportunity

Job Vacancy Announcement #: 20-36

Job Title:	EHS Floater	Reports To:	Site Director
FSLA: Classification:	Non-Exempt Full Time	Location:	Elgin Child Development Center

MINIMUM QUALIFICATIONS:

Must be eighteen (18) years of age or older
Six (6) months of experience working in a licensed childcare center
High school graduate or equivalent.
Valid Texas Driver's License
CPR/First Aid Certified, or ability to become certified

Job Summary:

The Early Head Start Floater Teacher position is responsible for relieving the classroom staff of supervision for breaks or absence and assisting in the instruction of children in activities designed to promote social, physical and intellectual growth.

ESSENTIAL DUTIES

- May assist the Classroom Teacher with the implementation of individual and group activities to stimulate growth in the areas of language development; literacy; mathematics; science; creative arts; social and emotional development; and physical development.
- Participate with children in center's meal and snack times.
- May prepare meals and snacks in the cook's absence.
- Maintain a safe and secure learning environment for children both indoors and outdoors during all program hours, reporting any safety concerns to supervisor.
- Ensure that appropriate child-staff ratio is met while delivering services and assigned children are supervised at all times.
- May assist with maintaining accurate records of daily attendance and meal counts.
- May assist with recording observations, assessments and maintaining other required records on each child using child data tracking software.
- May assist with providing information to families, including information supporting the areas of family partnerships, nutrition, and child health and community involvement.
- May participate in Center Parent Meetings, requiring evening hours.
- Provide for the health and safety of the children in the center following, including adherence to procedures for handwashing, dental hygiene practices, sanitation of toys, and toileting. Provide diapering as required. Disinfect work area surfaces as needed. Instruct children in self-help skills and personal hygiene.
- Continue professional growth by participating in classes, training programs, workshops/conferences, as needed and as allowed within the agency's budget.
- Report to work at scheduled time and maintain good attendance; perform all duties in a safe, timely and professional manner and participate with a positive attitude and behavior in all program activities.
- Must be able to lift up to forty-five (45) pounds with or without reasonable accommodations.
- Must be able to walk, squat/kneel, sit on the floor, see, hear and speak with children to ensure children's health and safety.
- Perform other related duties as assigned.

ALL POSITIONS:

Ensure confidentiality of agency and family information assigned to position; Report to work at scheduled time and maintain good attendance; Perform all duties in a safe, timely and professional manner; Participate with a positive attitude and behavior in all program activities and communications with children, families, staff and the general public; Work effectively with individuals of diverse educational, socio-economic, and cultural backgrounds, and those with disabilities and special needs; and attend all training programs and conferences as required by position and allowed by budget.