



PROFESSIONAL OPPORTUNITY TEACHER (part-time)

Heritage Community Initiatives is honored to celebrate our fourth decade of serving families in forty communities within Eastern Allegheny County through our Education, Transportation and Nutrition programs. Each year, Heritage provides highly accredited academically-based early learning and out-of-school time programming for over 300 at risk children. Heritage Community Transportation, a fixed-route transit service in operation for 20 years, provides nearly 8,000 rides each month for residents in largely transit-isolated communities. Heritage is the only human services nonprofit in the Commonwealth designated as a provider of public transportation. More than 100,000 meals are served each year by our Nutrition Services which provides solutions in meal planning, ordering, preparation and delivery while creating healthy options for youth and senior populations.

POSITION SUMMARY

Heritage Community Initiatives, located in Braddock, is seeking fun, compassionate, flexible, creative, energetic and reliable Teachers for the Heritage Out of School Time (HOST) program. HOST provides before and after school support to children in grades K-8. The program is rated STAR 4 by Pennsylvania Keystone STARS, and is affiliated with the National Association for the Education of Young Children (NAEYC), Pennsylvania Child Care Association (PACCA) and the National After-School Association (NAA).

HOST program hours are Monday – Friday from 7:30 AM – 5:30 PM. We desire candidates who would be interested in working five (5) hours per day during our hours of operations. This is a regular, part-time teaching opportunity.

RESPONSIBILITIES

Classroom duties for the Teacher include, but are not limited to:

- Designing weekly lesson plans that align with the Pennsylvania Early Learning Standards
- Complete Assessments on each child in February, May, and October of each calendar year
- Creating and implementing individualized student's goals based on assessment data
- Supporting the physical, social, and emotional development of all students
- Communicating daily with parents and conducting parent/teacher conferences
- Meeting all guidelines and regulations set forth by the Department of Human Services, Keystone STARS, NAEYC, and Heritage Community Initiatives

QUALIFICATIONS AND SKILLS

- Bachelor's degree or Associate's degree in Early Childhood or a related field.
- 2 years' experience in an early childhood setting preferred.
- CPR, First Aid and Fire Safety or willingness to obtain
- Current FBI, Child Abuse, National Sex Offender and State Criminal Background clearances or be able to attain all clearances within 30 days of hire
- Current health assessment and TB test
- Ability to frequently lift or move weight as in lifting, carrying or holding children 20+ lbs.

Applicants are asked to send a cover letter and a copy of your resume to humanresources@heritageserves.org and please visit our website for additional information about Heritage Community Initiatives - www.heritageserves.org.