

Job Vacancy Announcement
for
Publication on the Early Childhood Project Job Board



Job Information

Job Title: Early Childhood Aide/Substitute
Program Name: Joyful Wonder Early Care & Education LLC
Location of Job: Missoula, MT
Hours/week: 25-35/week (Hours vary depending on enrollment)
Wage/Salary: \$9.10 - \$15.00 depending on experience

Job Description:

Assist with the overall care and supervision of children in care including newborns - school age children. Assist in all daily routines and duties to ensure appropriate safety, supervision, protection and guidance of all children. Assist with changing diapers, feeding of children and assisting with toileting. Cleanup and sanitation of toys, play areas both indoors and outdoors, meal areas, and facility as needed and directed. All other duties as assigned.

Job Requirements

Education:

Must complete orientation classes as required for all new staff.

Experience:

Have or obtain within 30 days of employment Infant/Child/Adult CPR, First Aid and AED Certifications. Must have Tetanus and MMR immunizations, ability to successfully pass state regulated background screening including criminal record, Child & Adult Protective Services, FBI fingerprinting, motor vehicle records and sign a health attestation. Willing to enroll on the Montana Early Childhood Practitioner Registry and complete required 16 annual hours of training.

Other Requirements: Complete STARS required trainings to Level 3.

Application Requirements

Application Requirements:

Apply by sending a copy of your resume of work experience, qualifications, and at least two references to joyfulwonderece@gmail.com

Application Deadline: Accepted until position filled or until June 3, 2022 at 5:00 p.m.

Contact Name: Geri L. Everson and/or Kaylea J. Gunter

Contact Phone: (406) 370-2545 and/or (406) 396-0264

Contact Email: joyfulwonderece@gmail.com

The Job Board is provided for informational purposes only. The Early Childhood Project does not endorse any particular ECE organization or guarantee job placement.

***Please send completed form to ecp@montana.edu**