



## Human Resources

Oakland Livingston Human Service Agency

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## GSRP Teacher Assistant

**Division:** Child and Family Services

**Department:** Great Start Readiness Program (GSRP)

**Supervisor:** GSRP Teacher

### Job Mission:

To provide quality preschool experiences for children at-risk of educational failure in accordance with GSRP regulations. Head Start guidelines and state licensing requirements, and early childhood best practice principles.

### Performance Standards:

1. Assist in developing daily lesson plans and providing children with developmentally appropriate experiences.
2. Assist in developing and implementing Individual Education Plan (IEP) for children as appropriate and making appropriate referrals and follow-up of children as needed, maintain required documentations.
3. Document children's progress by observing and recording behaviors using the Child Observation Record (COR).
4. Maintain 90% attendance during the review period.
5. Carry out all other duties as directed by supervisor.

### Qualifications:

1. Valid CDA certificate is required. Associates in Child Development or Bachelors Degree in Child Development or Early Childhood Education preferred, knowledge of High Scope Curriculum is required.
2. Experience in working with preschool children and parents preferred. GSRP and Head Start experience preferred. Must be able to meet the physical demand of the job.
3. Licenses and certificate required: valid Michigan Driver's license

### Hours & Wage

\$10.20 per hour

40 hours per week; 43 weeks per year

### Location

All locations

### Deadline to Apply