

9/6/2017

Position Openings
"OAI is an Equal Opportunity Employer"



Ozark Action, Inc.

Position Title: Classroom Aide

Location(s): Head Start Center-Willow Springs, MO

Rate of Pay: \$7.86 minimum

Interested applicants may pick up an application at any OAI location or online. Applicant must pass background screening, fingerprinting and drug screen.

If interested in applying, please forward a completed employment application no later than Wednesday, September 13, 2017 @ 1:00p.m. to:

Ozark Action, Inc.
Attn: Personnel
710 E. Main St.
West Plains, MO 65775
417-256-6147 Phone
417-256-0333 Fax

Auxiliary aids and services are available upon request to individuals with disabilities. TDD—Missouri Relay Number is 1-800-735-2966 or dial 711.

Sheryl Roberts: sroberts@oaiwp.org

Ruthie Lee: rlee@oaiwp.org

Website: www.oaiwp.org

OBJECTIVES

To assist the classroom teacher in promoting social, emotional, and educational development of children and to provide support and guidance to parents and families in order to integrate classroom activities with home activities.

EDUCATION AND EXPERIENCE

High School Diploma or G.E.D. Must be willing to enroll in college courses, attend training seminars/workshops, and watch webinars.

SPECIFIC RESPONSIBILITIES

- Meet established child development outcomes;
- Ensure compliance with program regulations and standards;
- Provide child transportation;
- Maintain records;
- Contribute to team effort;
- Team player; promote Head Start program; develop professional and technical knowledge.

