



CESA 11 HEAD START VACANCY NOTICE

CENTER: All Locations

POSITION: Substitutes

QUALIFICATIONS:

18 years of age or older, high school diploma/GED, enjoy working with children, available on short notice to substitute in the classroom and/or kitchen.

RESPONSIBILITIES:

Work with the teaching team serving children ages birth~5.

HOURS:

Varies

WAGE RATE:

\$12.00/hr.

DEADLINE TO APPLY:

Ongoing

INTERVIEWS:

Ongoing at each location as needed.

BENEFITS:

Benefits package available. Benefits are pro-rated based on the number of hours worked per year. Not all positions are eligible for all benefits available.

BACKGROUND CHECK:

In accordance with Head Start Performance Standard 1302.90(b)(1), completion of the background check process will be required prior to hire.

APPLICATION INSTRUCTIONS:

To be considered for an interview, applicants **MUST** submit a Head Start application along with the following:

- References (3) Letters of Recommendation (3) Transcripts
 Verification of Degree Verification of License

To submit an online application and credentials, obtain a detailed job description or for more information on other employment opportunities, please visit our website at www.headstart.cesa11.k12.wi.us, or contact Head Start Central Office at (715) 986-2020 or hshr@cesa11.k12.wi.us.
