WHITE EARTH RESERVATION

CHAIRMAN Michael Fairbanks **SECRETARY-TREASURER** Jacob McArthur
DISTRICT I Henry Fox **DISTRICT II** Alrick "Son" Accobee **DISTRICT III** Laura Erickson

Job Announcement

Position: Head Start Lead Teacher I or II
Location: White Earth
Pay: $23.64/$26.23 DOQ
Benefits: Full
Open: 11-02-26
Close: Until filled
Status: Full Time

The White Earth Reservation Business Committee is currently seeking a qualified applicant who will be responsible for instructing preschool children in learning activities to promote social, physical, emotional, and intellectual growth needed for entering primary school.

Position Outcomes:

- Supervise and coordinate activities of classroom staff to ensure program quality and efficiency.
- Organize, develop, and teach lessons and activities to meet the needs of children in the classroom and on educational field trips.
- Drive the Head Start bus in accordance with all applicable laws to transport Head Start children and families safely.
- Complete paperwork and prepare information in accordance with department guidelines.
- Inform caregivers on various topics to foster learning and individual growth in children and families.
- Performs other duties and responsibilities as required or assigned.

Knowledge, Skills and Abilities:

- Knowledge of and ability to follow and apply the policies and procedures of the White Earth Tribal Council and the Education Department.
- Knowledge of principles and methods for curriculum and training design, teaching and instruction for individuals and groups, and the measurement of training effects.
- Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.
- Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
- The ability to come up with unusual or clever ideas about a given topic or situation, or to develop creative ways to solve a problem.
- The ability to add, subtract, multiply, or divide quickly and correctly.
- Knowledge of the White Earth Reservation demographics, culture, history, and lifestyles.

Qualifications:

- **Associates degree in Early Childhood Education or Associate degree in a field related to Early Childhood Education and coursework equivalent to a major relating to Early Childhood Education, with experience teaching preschool age children.**
- **A Baccalaureate degree unrelated to Early Childhood Education and admitted the statutory requirements in section 648(a) (3) (B) (iii) of the Head Start Act.**
- **Valid MN commercial driver's license (CDL) with a school bus and passenger endorsement, or the ability to obtain one within 45 days of hire as well as a CDL physical exam within 45 days of hire.**
- **Reliable vehicle, and insurance for travel between sites and other business-related destinations.**
- **Must be able to pass a criminal background check and drug screening.**

Mail Applications to:
White Earth Reservation Business Committee
Attention: Personnel
P.O. Box 418
White Earth, MN 56591
Download Applications at: www.whiteearth.com

EEO with Native Preference.
A Drug Free Workplace – Tests for alcohol and illegal drug use may be required prior to and during employment.