



## Hampton Roads Community Action Program

2410 Wickham Avenue  
P.O. Box 37  
Newport News, VA 23607

### POSITION ANNOUNCEMENT

**Position:** Early Head Start Teacher

**Location:** Newport News, VA

**Component:** Early Head Start

**Qualifications:** Strong knowledge of child development, family dynamics, and the needs of children: Minimum educational requirement of associate's degree in early childhood education or bachelors in early childhood education, or a bachelor's in a related field that includes classes focusing on early childhood education/development. Note: A current CDA Credential will be accepted on the condition that the employee enrolls in ECE coursework (upon completion of provisional status) to begin working towards a degree. Where indicated: Staff working as Teachers in the Infant/Toddler classroom will obtain a CDA credential for Infant/Toddler caregiver or have the equivalent credential within one year of hire. Diploma/transcripts will be required to validate early childhood education degree or transcripts to validate related classes if bachelor's degree is in a related field. Prefer two years' experience in infant/toddler classroom with ability to adapt curriculum to meet the needs of all children including special needs, gifted, and culturally diverse populations. Ability to apply early childhood development theory in daily classroom activities, and adapt to the individual needs of infant/toddlers. Excellent communication skills, especially good listening and writing skills. If a licensed driver, employee must have a valid Virginia Driver's License and proof of current auto insurance where applicable. Employment is conditional pending immediate enrollment in Child Care Division - Criminal History Registry. Must present current TB/Physical at the time of employment or within 10 working days for TB test and 30 days for physical.

**Duties:** Demonstrated ability to supervise infant/toddlers and ensure a safe learning environment including the ability to monitor and respond to events going on at all times in classroom, outdoor play areas and on field trips. This includes the physical ability to move quickly in order to respond to infant/toddlers who are very active and may need restraint or redirection in order to insure their safety or the safety of others in the environment. Frequent significant decisions to assure developmental progress of infant/toddlers.

**Salary:** \$32,842 - \$40,643 with Benefits. Forty (40) hours per week.

**Application:** Qualified individuals should apply at 2410 Wickham Avenue, Newport News, VA., 23607. Office hours are 8:00 a.m. to 5:00 p.m. Monday through Friday. You can also visit: <https://hrcapinc.org/about/employment/> to print an application and mail to P.O. Box 37, Newport News, VA, 23607. You can also email all applications to [hrcapresume@hrcapinc.org](mailto:hrcapresume@hrcapinc.org)

**Closing Date:** Applications accepted until position is filled.

The Hampton Roads Community Action Program is an Equal Opportunity Employer