

Organization: **Youth & Family Services (YFS)**
Department: **Child Development Center (CDC)**

Position: **Teacher School Age**
Status: **Full-Time**
Reports to: **Site Coordinator**
Location: **Rapid City, SD**

Work Schedule:

Work Days: Monday through Friday

Hours/Week: 40 hours

Work schedule may vary dependent upon program needs.

Non-smoking work environment. Wage DOEQ. E.O.E.

Benefits: YFS strives to provide its employees with top-quality benefits. YFS employees are offered medical, dental, vision, long-term disability, and life insurance as well as multiple paid holidays, paid vacation and sick leave, 401K and retirement/pension options, discounts at select local businesses and more! Click [here](#) to view a copy of our [Benefit Synopsis](#).

Minimum Qualifications: High School diploma or GED required. Experience in the child care setting. Obtain Preschool Child Development Associate (CDA) credential within two years of hire. Ability to communicate and cooperate with children, other staff and parents effectively and tactfully. Ability to work with people of all socioeconomic and cultural backgrounds. Transport children as assigned and be willing to submit to random drug and alcohol testing in accordance with performance standards and the Substance Abuse/Misuse Policy for Safety Sensitive Positions & Employees Driving Children. Minimum of 21 years of age (BFOQ) and have a good driving record. Current vehicle liability insurance and a valid driver's license required. **Required to acquire a Commercial Driver License (CDL) with passenger (P) endorsement within the first 6 months of hire and be willing to submit to random drug testing as required by the Department of Transportation (DOT).** Must meet Head Start Performance Standards, South Dakota Child Care Licensing Regulations, and YFS driving record criteria. Punctuality, dependability and flexibility. Maintain current credentials and certifications.

Essential Functions: Create, support and maintain a healthy, safe, learning environment conducive to each child's intellectual, physical, social, emotional, and aesthetic development. Actively supervise and engage children at all times to ensure child safety. Implement activities to advance development of children by developing literacy, phonemic print, numeric awareness, understanding/use of language, understanding/use of vocabulary, appreciation of books, awareness of cultural diversity, and problem solving. Promote healthy food choices and moderate-to-vigorous intentional physical activity. Utilize developmentally appropriate practices (DAP) and incorporate CLASS dimensions in the classroom and follow ECERS standards. Encourage the involvement of families and support the development of relationships between children and their families. Establish and maintain a positive and trusting relationship with children and their families. Work with children and their families to support development toward school readiness. Maintain accurate records for each child, data entry and completion of appropriate documents and referrals as needed in a timely manner. Direct other staff and volunteers to carry out daily operations. Attend and participate in staff meetings and trainings as requested by supervisor. Assist in all assigned grant activities including, but not limited to, in-kind and United Way. Comply with and implement all applicable local, state and federal regulations.

Additional Functions: Responsible for opening/closing center and all related duties if assigned. Must learn and execute emergency preparedness plan and be responsive to emergencies that may arise. Assist in recruitment of children, families, and volunteers for program services. Monitor and adhere to budget of classroom expenses.

Keep supplies updated and current. Model appropriate behavior while working with other staff, children and families. Maintain confidentiality as it relates to information about children, families and other staff members. Promote and support all programs and services of YFS. Act in accordance with YFS purpose, philosophy, values, goals, policies and procedures. Perform additional duties as requested by supervisor.

Environmental Functions: Perform duties in a controlled office or classroom environment; participate in activities with children as appropriate. Ability to lift up to 50 lbs. Ability to move within the classroom and playground and on the bus. Ability to carry children with both arms. Ability to kneel and bend. Ability to move from sitting or kneeling on floor to standing. Work schedule will vary between school/summer programming.

How to Apply: For consideration, an application for employment must be submitted to the YFS Human Resource Department. Application may be downloaded at: <http://www.youthandfamilyservices.org/careers/>. Please note that resume only will not be accepted.

How to Submit Application:

By email: yfshr@youthandfamilyservices.org

In person or by mail: Youth & Family Services, 1920 N. Plaza Blvd., Rapid City, SD 57702

Other location: One Stop Career Center

Any questions? Call HR Team at 605-342-4195!