

Tri-County Virginia O.I.C. Apple Country Head Start

444 Shady Elm Road
Winchester, VA 22602
540-869-1558
540-869-5583 Fax



JOB POSTINGS

Tri-County Virginia, OIC is seeking the following positions to join our Apple Country Head Start program that serves children ages 3-5 in Clarke County, Frederick County and Winchester City.

Education & Disabilities Coordinator

Position Summary: The Education & Disabilities Coordinator provides management and coordination of education and disability services for Apple Country Head Start children and families. This person is primarily responsible for overseeing the curriculum implementation to meet the School readiness goals and analyze student outcomes, in addition to coordinating special needs services with the Local Educational Administrator (LEA). They are responsible for the supervision, coaching, and training of all teachers and other education personnel, as well as, working with other coordinators, managers, and the Director for the delivery of all services. The Education & Disabilities Coordinator is responsible for compliance with Head Start Performance Standards, Head Start Act, Virginia Department of Social Service licensure, as well as, other applicable local and State laws/regulations.

Qualifications: A baccalaureate or advanced degree in Early Childhood Education or a related field, and at least two years of work experience in an early childhood education setting. The Education & Disabilities Coordinator must have transportation means for his/her duties involving travel. Management experience, advanced degree and bi-lingual is preferred.

All applicants are required to submit an application (that is found on www.acheadstart.org), a cover letter, along with three references. All applicants must pass background checks, and have no prior convictions.

A letter of intent, application, and three references should be mailed to:

Apple Country Head Start
Attn: Admin. Assistant
444 Shady Elm Road
Winchester, VA 22602

Deadline for Submission: Open Until Filled

Apple Country Head Start is an equal opportunity employer.