



Pittsylvania County Community Action,

Job Announcement

Job Title: TEACHER ASSISTANT/BUS MONITOR
Department: HEAD START
Supervisor: Teacher
FLSA Status: Non Exempt
Location: Martinsville, Virginia
Annual Salary: \$16,000 to \$20,000

Position Summary: The incumbent of this position is responsible for providing assistance with instructional support to classroom teachers, allowing time for lesson planning and teaching. Work as a member of the classroom team in carrying out daily activities in the classroom. Accompany children to and from school on bus routes and share responsibility for safety.

Education Requirements:

Associates Degree in Human Services, Child Development, or valid CDA. Past experience working with children.

Additional Requirements:

Good computer skills
Physical Examination/TB Screen
Clear Criminal Record Check
CPR & First Aid Certification
Child Protective Services Report
Proof of Education credentials (must be submitted with application)
Valid driver's license. Must have own transportation

Application Process:

Submit an agency application, 3 current letters of reference, resume and proof of education credentials to the following:

Pittsylvania County Community Action Inc.
Attn: Victoria Minton, Human Resources Dept.
PO BX 119
Chatham, VA 24531
Via email: vminton@pccainc.org