

TRIUMPH, INC., HEAD START

Taunton, MA

December 29, 2011

SITE SUPERVISOR

Triumph, Inc., Head Start in Taunton, MA is currently seeking a person who has a strong ability to assist and provide guidance, support and supervision to teachers and teaching teams that are working with children, parents, staff, and volunteers. This person must be extremely professional and with the oversight of the Early Childhood Education Manager, the Site Supervisor will be responsible for:

- Providing leadership and supervision needed to teaching staff as part of the inter-component team under the direction of the Early Childhood Education Manager.
- Supervise and train all classroom personnel (teachers, teacher aides, foster grandparents and volunteers)
- In conjunction with the Early Childhood Education Manager, develop a meaningful professional development program for education staff, including training and monitoring staff in the implementation of Teaching Strategies Gold and Head Start Program Outcomes Measures
- Maintaining a daily administrative schedule that meets or exceeds Federal, State and NAEYC standards
- Acting as a model to teaching staff in developmentally appropriate strategies for positive interactions with children
- Developing and maintaining classroom schedules that support children and teachers in attendance at: field trips, team meetings, bussing, home visits, and observations, etc.

The *essential* requirements for the Site Supervisor position are Master's Degree in Early Childhood or related field and Director II Certification through Massachusetts EEC, 5+ years early childhood teaching experience and 3+ years relevant supervisory experience in ECE serving children ages birth to 5

Minimum: Bachelor's Degree in Early Childhood Education or closely related field, Massachusetts EEC Director II Certification, with teaching and relevant supervisory as outlined above.

This is a 52 week position working 40 hours per week, with flexible hours and an extremely competitive salary.

If you are interested in the position, please send a letter of interest along with a resume and at least 3 professional references via email to employment@triumphinc.org

Please refer to www.triumphinc.org for a full job description.

Triumph, Inc. is an equal opportunity employer; we are actively working to diversity our workforce. All employees must pass a criminal background screening process and agree to the Agency Code of Conduct.