



P.O. Box 67, 320 Pensacola Road, Burnsville, NC 28714

Are you looking for a career where you will have the opportunity to transform lives? Would you like to be a part of a professional work family atmosphere, where helping others is our shared vision? Would you like to **LIVE**, **WORK**, and **PLAY** in the beautiful mountains of Yancey County – The Gateway to Mount Mitchell? If all of that sounds appealing to you, consider joining us at Yancey County Department of Social Services!

JOB VACANCY

EDUCATIONAL/DEVELOPMENTAL AIDE I – Part Time, Sub

Hourly Rate: \$12.42

Closing Date: Until filled.

APPLICATION PROCESS

Interested candidates should submit:

- Letter of Interest
- [Yancey County Employment Application](#)
- Transcripts
- Three (3) references to:

Yancey County DSS
Attn: Michele Wood
PO Box 67
Burnsville, NC 28714
or to michele.wood@yanceycountync.gov

Applicants will only be given credit for information provided in response to the application process in order to receive full credit for their education, training, and experience. No additional information will be solicited by Yancey County DSS.



**Educational / Developmental Aide
Part Time, Sub**

Job Description

Employees in this position perform routine assignments in carrying out specific instructional activities on an individual and group basis in an early childhood education center for children ages birth to five. Employees spend time making instructional materials and assisting teachers in planning and coordinating classroom activities. Because of the nature of activities occurring in a early educational day care program, the majority of the employee's time is spent supervising play, meal, toilet, and rest time activities; assisting with meal preparation; and performing some housekeeping duties.

RECRUITMENT STANDARDS

Knowledge, Skills, and Abilities:

Interest and basic understanding of child growth and development in order to appropriately meet the physical, mental, and emotional needs of children ages birth to five. General knowledge of reading, writing, and arithmetic, and the ability to assist teachers in conveying this knowledge to children. Ability to establish rapport with children and their families, to communicate with peers and teachers, and to assist teachers in maintaining a safe and supportive learning environment.

Minimum Education and Experience:

Demonstrated possession of knowledge, skills, and abilities gained through at least one year of experience in working with children or educational coursework: or an equivalent combination of education and experience.