

Institute of Community Services, Inc.

ICS, Inc. has the following positions available:

Eloise McClinton Head Start Center

Cook Assistant
Teacher Assistant
Teacher

ICS Brown Center

Early Head Start Teacher

Hernando Head Start Center

Janitor

Walls Head Start Center

Janitor

Qualifications:

Cook Assistant- Must have basic communication skills and be able to read, write, and solve arithmetic problems. Must obtain certification in food service management within 6 months of employment.

Teacher Assistant - An associate degree in Early Childhood or related area, college hours. A CDA in infant/toddler, pre-school or a high school diploma. Must be willing to enroll in a pre-school CDA program, acquire a degree or 18 hours in Early Childhood within two years of hire.

Teacher - Bachelor's degree in Early Childhood Education or related field with a minimum of 18 hours in Early Childhood Education and experience in an early childhood education classroom.

EHS Teacher- An associate degree in Early Childhood or related area, college hours. A CDA in infant/toddler, preschool or a high school diploma. Must be willing to enroll in a pre-school CDA program, acquire a degree or 18 hours in Early Childhood within two years of hire.

FOR CLASSROOM POSITIONS, NO APPLICATION WILL BE ACCEPTED WITHOUT A CERTIFIED COPY OF TRANSCRIPT.

Janitor – Basic communication skills and ability to read, write and perform simple mathematical computations. Must have dependable transportation, be in good health, and physical examination must be done annually.

Salary Ranges:

Cook Assistant
\$14.513 – \$15.840

Teacher Assistant
\$17.517 - \$17.361

Teacher
\$22.557 - \$30.437

Early Head Start Teacher
\$19.840 - \$27.068

Janitor
\$16.376 - \$16.896

Outstanding Benefits:

Health Insurance (agency pays 90%)

Retirement (agency pays 6% to 10%)

Sick Leave

Paid Leave

Paid Holidays

Application may be requested beginning Thursday, May 29, 2025, through our ICS Central Office or you can go on the ICS website www.ics-hs.org; download an application and insert (declaration page) under the Human Resources employment link. Office hours are from 8:00 a.m. to 4:30 p.m. Monday - Friday. The deadline for application is Monday, June 9, 2025.

ICS, INC. IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, SEX, NATIONAL ORIGIN, RELIGION, AGE, OR DISABILITY.