

# **Institute of Community Services, Inc.**

ICS, Inc. has the followings positions available:

## **Erma Rogers Head Start Center**

Part- time Janitor

## **ICS Central Early Head Start**

Early Head Start Teacher

### **Qualifications:**

**Part-time 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.

**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.**

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](http://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.

### **Salary Ranges:**

**Part-time Janitor**

\$16.376 - \$16.896

**EHS Teacher**

\$19.840 - \$27.068

### **Outstanding Benefits:**

**Health Insurance (agency pays 90%)**

**Retirement (agency pays 6% to 10%)**

**Sick Leave**

**Paid Leave**

**Paid Holidays**

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