

Greene Lamp, Inc., a Community Action Agency, currently has the following positions available:

Greene Lamp Head Start/ Early Head Start

Assistant Program Director

BS/BA Degree in Human Services, Education, Business Administration or related fields;
Preferably Master's Degree in Early Childhood Education, Organizational Management, Social
Work, Funding Sources & Community Agencies
Preferred experience in administration and supervision; relevant experience in working with
disadvantaged children and families
Preferred experience in budgetary oversight, non-profit, and early education
Grant writing ability
Excellent communication and interpersonal skills

Bus Driver

High School Diploma desired
CDL required
Criminal Records Check
Annual Physical Exam/TB Test

Bus Monitor

High School Diploma desired
Criminal Records Check
Annual Physical Exam/TB Test

Custodian

High School Diploma desired
General Custodial Knowledge
Valid Driver's License
Reliable Transportation
Criminal Records Check
Annual Physical Exam/TB Test

Compliance/ Education Specialist

BS Degree in Early Childhood Education or Child Development
Classroom experience required
Criminal Records Check
Annual Physical Exam/TB Test

Disability/Mental Health/Nutrition Assistant

AA Degree in health and/or human services or related field
Experience working with children ages 0 – 5;

Commercial Driver's License
Criminal Records Check
Annual Physical Exam/TB Test

Edu-Care Teachers

Preferably an AA or BS degree in Early Childhood Education or Child Development.
Minimum requirement: Infant/Toddler Child Development Associate (CDA) Credential,
North Carolina Child Care Credential I and II
First Aid/CPR Certification
Criminal Records Check
Annual Physical Exam/TB Test

Family Development Case Managers

AA Degree in Human Services and related fields and/or Family Development Credential
Preferably BS in Human Services, Social Work, Psychology and other related fields
(Previous applicants do not need to apply)
Criminal Records Check
Annual Physical Exam/TB Test

Lead Family Development Case Manager

BS in Human Services, Social Work, Psychology and other related fields
(Previous applicants do not need to apply)
Criminal Records Check
Annual Physical Exam/TB Test

Mentor/Trainer/Staff Development Specialist

BA Degree in Early Childhood Education or Child Development
Coach/Mentor Certification
Classroom experience required
Criminal Records Check
Annual Physical/TB test

Secretary/Interpreter

High School Diploma, college coursework and/or necessary skills for the position.
Minimum of two years of on-the-job training and/or experience
Knowledge of computer and computer software
Reliable transportation
Bilingual skills (oral and written) required
Criminal Records Check
Annual Physical Exam/TB Test

Substitute Teachers

High School Diploma required;
Coursework in early Childhood Education
Criminal Records Check
Annual Physical Exam/TB Test

Head Start Teacher Assistant

A.A.S Degree in Early Childhood Education and/or Preschool CDA
Criminal Records Check
Annual Physical Exam/TB Test
First Aid, CPR

Head Start Teacher

Four year Degree in Early Childhood Education or Child Development required
Criminal Records Check
Annual Physical Exam/TB Test
First Aid, CPR

All positions
OPENED UNTIL Filled

Please submit resume' to ccherry@greenelamp.org or abates@greenelamp.org

An Equal Opportunity Employer