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**SWAINSBORO** • 346 Kite Road • Swainsboro, Georgia 30401 • Phone (478) 289-2200 • Fax: (478) 289-2263 **VIDALIA** • 3001 East First Street • Vidalia, Georgia 30474 • Phone (912) 538-3100 • Fax (912) 538-3156

*Southeastern Technical College is an Equal Opportunity Institution*

**POSITION:** Full-Time Lead Teacher for Child Enrichment Center

**CAMPUS:** Swainsboro

**POSITION DESCRIPTION:** Under close supervision of Director, plans, prepares and implements developmentally appropriate activities for children attending the Child Enrichment Center at Southeastern Technical College. Observes and evaluates individual children. Assists children by meeting their physical needs. Assists with meal preparation, feeding of children, and play activities.

**MINIMUM QUALIFICATIONS:**

An Associate's degree in early childhood care and education is required. Must have prior experience working with young children. Successful criminal background check, fingerprint records check, and drug screen are required.

**SALARY/BENEFITS:**

Salary is to be commensurate with education and work experience. Benefits include paid state holidays, annual and sick leave, and State of Georgia Flexible Benefits package.

**APPLICATION PROCEDURES:** All application packets MUST be completed via the Online Job Center at [www.southeasterntech.edu/about-stc/employment.php](http://www.southeasterntech.edu/about-stc/employment.php). As part of the application process, interested candidates will also be required to upload other documents such as a resume and transcripts (see job center listing for more details). For more information regarding this position or application instructions, please contact the Human Resources Office at 912-538-3147 or [bwilcox@southeasterntech.edu](mailto:bwilcox@southeasterntech.edu).

*As set forth in its student catalog, Southeastern Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law).*

*Blythe Wilcox, Title IX Coordinator, Room 138B, 912-538-3147      Helen Thomas, Section 504 Coordinator, Room 108, 912-538-3126*