

Bay Mills Indian Community

Brimley, Michigan 49715

Grand Traverse Band

of Ottawa & Chippewa Indians

Suttons Bay, Michigan 49682

Hannahville Indian Community

Wilson, Michigan 49896

Saginaw Chippewa Indian Tribe

Mt. Pleasant, Michigan 48858

Little Traverse Bay

Bands of Odawa Indians

Harbor Springs, Michigan 49740

Nottawaseppi Huron

Band of The Potawatomi

Fulton, Michigan 49502



Keweenaw Bay Indian Community

Baraga, Michigan 49908

Lac Vieux Desert Band

of Lake Superior Chippewa

Watersmeet, Michigan 49969

Sault Ste. Marie

Tribe of Chippewa Indians

Sault Ste. Marie, Michigan 49783

Pokagon Band of

Potawatomi Indians

Dowagiac, Michigan 49047

Match-E-Be-Nash-She-Wish

(Gun Lake Tribe)

Dorr, Michigan 49323

ITC is an equal opportunity provider, and employer.

2956 Ashmun Street, Suite A, Sault Ste. Marie, Michigan 49783

Phone: (906) 632-6896 Main Fax: 906-632-1810

NOTIFICATION OF JOB OPENING

Open/Closed Competitive

Job Title: Teachers (full-time year-round positions)
Department: Early Head Start
Location: Bay Mills Child Development Center, Brimley MI

The Inter-Tribal Council of Michigan, Inc. (ITC) is a state chartered 501 C3 non-profit organization consisting of eleven federally recognized Indian Tribes in Michigan. We offer a variety of services such as Child & Family, Educational, Employment and Health Services. Full-time permanent positions receive group term life insurance, short and long-term disability insurance, health insurance (BCBS) and a 401(K) Retirement plan. ITC also provides paid leave each year for 14 holidays, 3 personal days, minimum of 13 days vacation and 13 days sick for eligible employees/programs. Please visit our website at www.itcmi.org Equal Opportunity Employer.

Job Summary:

Responsible for ensuring Head Start policies, procedures, goals and objectives are followed and met. Maintain attendance records and other detailed records for assigned children/families. Provide and maintain a neat and orderly classroom. Eat all meals, and share same menu, with children. Serve as the primary caregiver for an assigned group of children and serve as the resource person for those children's families. Must attend to the appropriate needs of the children including diaper changing and outdoor activities. Dependable physical presence is a critical part of the job – appropriate staff:child ratios must be kept.

Job Specifications:

A minimum of Child Development Associate credential required. Associate degree in early childhood education or development preferred. Must successfully pass a criminal history background check. First Aid and CPR certification preferred, will be required to obtain within 30 days of hire. Operational knowledge of appropriate and acceptable discipline for children. Ability to enjoy working with children needed. Must be of high moral character. Preference given to qualified Native Americans.

Send resume', transcripts, and verification of Native American status (if claiming preference) to:

Inter-Tribal Council
ATTN: Wendy Belleau
2956 Ashmun Street Suite A
Sault Ste. Marie, MI 49783

Phone: 906-632-6896 x 109
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Email: wendybp@itcmi.org

Date Posted: 07/15/16

Closing Date: Open til filled