



CENTRAL NEBRASKA COMMUNITY ACTION PARTNERSHIP, INC.

3286 53rd Avenue, Columbus, NE 68601 (402)564-1124 Fax (402)562-8810 www.centralnebraskacap.com

Mission Statement:

Partnering with individuals and families to encourage independence through community based solutions.

Career Opportunity

Center Assistant - Infant/Toddler Schuyler

Central Nebraska Community Action Partnership is looking for a motivated individual to fill a rewarding position working in our Infant and Toddler room as a Center Assistant. Individuals would be responsible for assisting the Early Head Start (EHS) Teacher/Center Specialist in developing and promoting a quality program for children and families to ensure performance standards are met. Responsibilities would include meal and snack preparation, cleaning of classrooms before and after meals and other duties as assigned. Candidates must be able to demonstrate effective communication and a non-judgmental attitude when working with staff, families and children.

Central Nebraska Community Action Partnership, offers a full benefit package including, Health, Dental, Life and Vision Insurance, EAP, Cafeteria Section 125, and retirement plan. CNCAP also offers an exceptional PTO plan.

Qualified individuals must have: a high school diploma or equivalent; reliable transportation, and a working phone. Candidates must be able to administer CPR and First Aid as needed. Prior experience working with children ages 6 weeks to 3 years old is preferred. Candidate must have the ability to supervise and assist children during routine activities and in emergency situations. This position is a full time position (Monday-Thursday) with a flexible schedule.

If you would like an application or assistance in applying please call (402)564-1124 ext. 223 or stop in at 3286 53rd Ave, Columbus or 1014 W 9th Street, Schuyler NE. **Position will remain open until filled.** Resumes are not accepted in lieu of applications.

EEO/AA

"An Equal Opportunity Employer" Member of Community Action of Nebraska – a network of Nebraska Community Action Agencies

Broken Bow
(308) 872-6013

Central City
(308) 946-3794

Columbus
(402) 564-1124

Grand Island
(308) 385-5500

O'Neill
(402) 336-4298