



# L.B.J. & C. Head Start

A Limited Purpose Agency Serving  
Clay, Cumberland, Dekalb, Fentress, Jackson, Macon, Overton,  
Pickett, Putnam, Smith, Warren, and White Counties

1150 Chocolate Drive • Cookeville, Tennessee 38501 • Telephone: (931) 528-3361 • FAX: (931) 528-2409 • [www.lbjc.org](http://www.lbjc.org)

## **Outside Job Advertisement**

June 13, 2025

Penny Meadows, Head Start Director, is advertising to a position vacancy.

**Position:** Teacher

**Location:** Smith County Head Start  
Carthage, Tennessee

**Fringe Benefits:** Health, Dental, Vision, and Life Insurance, Retirement  
Program, Paid Holidays, Sick and Annual Leave.

**The salary is:** Associate's: \$17.76 per hour, 8 hours per day  
Bachelor's: \$19.84 per hour, 8 hours per day

### **Qualifications:**

#### **Requirements:**

- Proof of Bachelor's Degree in Early Childhood Education or Child Development, or related field.
- Willingness to learn Agency Policies & Procedures and follow Head Start requirements.
- Ability to pass physical examination prior to beginning work and every year thereafter.
- Possess a valid Driver's License.
- Furnish own transportation to travel within designated service area.
- Must complete satisfactory criminal background check prior to hire and as required thereafter.
- Drug testing as required.
- Resume submitted with job application.

#### **Preferred:**

- Two years of experience with preschool children.
- Bilingual (English/Spanish) preferred.
- Possess supervisory, management, organizational, training and planning skills, as well as have an understanding of Head Start philosophy and developmentally appropriate practices.
- Experience working with groups from low-income, community service, or non-profit.

All applications must be on the Corporation's current employment form. The applicant must also submit three references, which will be check in accordance with State licensing requirements.

The application must be submitted no later than **June 20, 2025** to the L.B.J. & C. Development Corporation, 1150 Chocolate Drive, Cookeville, Tennessee 38501-2206. Applications received by mail must be postmarked no later than **June 20, 2025**.

For information contact Gale Stone at (931) 528-3361, ext. 228. Application forms are available at L.B.J. & C. Central Office, Head Start Center, Indeed.com or [www.lbjc.org](http://www.lbjc.org).  
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AN EQUAL OPPORTUNITY AGENCY

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**Funded by the U.S. Department of Health and Human Services, Administration for Children and Families**

L.B.J. & C. Development Corporation is an Equal Opportunity Agency. The agency does not discriminate on any non-merit reasons such as race, color, religion, sex, national origin, age, marital status, political affiliation, sexual preference, or qualified individuals with mental and physical handicaps. The 504/ADA/Title VI Contact Person: Angela West (931) 528-3361