

BAD RIVER BAND OF LAKE SUPERIOR TRIBE OF CHIPPEWA INDIANS

CHIEF BLACKBIRD CENTER

P.O. BOX 39

ODANAH, WI 54861

Job Title: Bus Monitor/Floater

Department: Head Start, Education

Hourly Rate: \$10.00 Full Time: 40Hrs/Week

Exempt: No/Hourly

Supervisor: Transportation Manger

Posting Date: In-House

Opens: June 15, 2021

Closes: June 21, 2021, at 4:30 pm

Posting Date: Public

Opens: June 22, 2021

Closes: July 6, 2021, at 4:30 pm

Posting Date: Public

Opens: July 7, 2021

Closes: Open Until Filled



Summary: The Bus Monitor/Floater will assist in the implementation of the Head Start Performance Standards.

Essential Duties and Responsibilities include the following.

Will instruct, supervise, and ensure safety measures are taken with the children in the classroom, on the playground, and during bus rides. The candidate will be responsible for properly restraining children on the school bus. Will instruct, supervise, and ensure safety measures are taken with the children in the classroom, on the playground, and during bus rides. The candidate must be able to participate in emergency bus evacuations. Will attend meetings and required training as requested, i.e., staff. Promote the use of and speaking of Ojibwemowin as proficiency level allows in the classroom and throughout the delivery of all Head Start services for children and families.

Qualification Requirements: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skills, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience:

Required:

Must be at least eighteen (18) years old.

High School Diploma or its equivalent is required.

The ability to obtain First Aid and Tot Saver CPR is mandatory. (provided through the program)

Shaken Baby training required. (provided through the program)

Preferred:

Car seat technician certification

Other Skills and Abilities:

Required:

Must maintain strict confidentiality following the Privacy Act.

Must demonstrate the ability to work cooperatively with staff, parents, community members, and other child support systems in the best interest of children is required.

Ability to provide cultural sensitivity.

Background Check:

This position is contingent on the required ability to pass a caregiver background check when working with children and/or the elderly.

Reasoning Ability:

Must have a positive attitude and enjoy working with children.

Physical Demands: The physical demands described here are representative of those that must meet by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Must be able to pass medical/physical examination which certifies individuals are physically able to work with pre-school children. Must be able to pass tuberculosis testing. Must be physically able to lift children into and out of Head Start furniture and equipment, as necessary. Must be able to participate in pre-school activities with children in Head Start. Some standing, walking, bending, stooping, and lifting up to 70 lbs. on occasion is required.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Subject to inside and outside conditions. The noise level is moderate to loud.

Drug-Free Workplace in accordance with the Drug Free Workplace Act of 1988, P.L. 100-690 and the Bad River Tribe's Employee Policy & Procedures Handbook. Indian Preference will be given in accordance with P.L. 93-638 and the Tribe's Preference Policy.

Send Application and Resume To:

Bad River Tribe

Attn: Human Resources

P.O. Box 39

Odanah, WI 54861

<http://www.badriver-nsn.gov/>

Application material may also be emailed to:

HRmanager@badriver-nsn.gov

HRassistant@Badriver-nsn.gov