Job Posting Date: June 6th, 2014 **Application Review Date: June 20th, 2014 at 4pm**

Job Title: Classroom Aide/Assistant

Location: Central Valley, ND

Compensation: $9.25 / hour, with a competitive benefit package including family health coverage and employee retirement plan.

Recruitment: Internal/external

Start date: August 1st, 2014, 9 month position

Job Description: The Child Development Program in Central Valley is seeking to hire a Classroom Aide/Assistant. This position will assist the teacher in meeting comprehensive child outcomes. This position will work out of the Central Valley School.

Minimum qualifications:

- HS Diploma or equivalent
- Experience working with young children
- Must be willing to get Child Development Certificate and/or two year Early Childhood Degree
- Ability to pass a background check
- Have or be willing to obtain CPR and 1st Aid certification

Preferred qualifications:

- Experience working in Head Start / Early Head Start Program
- CDA, 2 or 4 year Early Childhood Degree

To apply, submit: a MaSU Employment Application (available at www.mayvillestate.edu and click on the 'employment' link at the top of the page); a letter of application; a current resume; transcripts/certifications; and names and phone numbers of three professional references to: Noah Fischer, HR Officer, Mayville State University, 330 3rd Street NE, Mayville, ND 58257. Application materials received by 4pm on June 20th, 2014 will be given first consideration.

For specific questions regarding this position contact Allison.Johnson.3@mayvillestate.edu. An offer of employment will be contingent on passing a background check.

ND Relay: http://www.relaynorthdakota.com/

Mayville State University is an equal opportunity employer. Members of minority groups are encouraged to apply.

Veterans claiming preference must submit all proof of eligibility by the closing date. Proof of eligibility includes a DD-214 and if claiming disabled status, a current letter of disability.