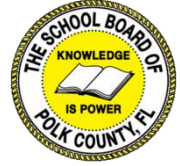




How to apply for a position with Preschool Programs

Para - Child Development Associate Teacher - CDAT



This is a Non-instructional Para-educator position.

Education:

Preferred:

- Associates degree (or higher) in Early Childhood with Formal DCF credential Acceptable Florida Child Care Staff Credential:
- Florida Child Care Professional Credential (FCCPC) equivalency **with** a minimum of 18 college credit hours in Early Childhood, must be current
- National Early Childhood Credential (NECC), must be current

Florida Department of Children & Families DCF and DOE Course Requirements:

- Staff Credential Verification:
 - Must be eligible to teach Voluntary PreKindergarten (VPK)
- Emergent Literacy for VPK Instructors
 - 5-hour, online course, \$10
- Florida Standards for Four-Year-Olds (SFYO)
 - Online course, \$10
- To apply for your DCF credential, click the link, <http://www.myflfamilies.com/service-programs/child-care/training> next go to “Credentials” click on “Staff Credential” and follow the directions. <http://www.myflfamilies.com/service-programs/child-care/training>

Experience:

- Work experience should be in nursery school teaching, childcare, Head Start, or other preschool program, kindergarten, or other relevant experience
- Experience preferably with economically disadvantaged preschool children and their families

Steps to apply for a CDAT position:

1. Complete Polk County Schools Online Applicant Registration System (ARS) located at: <http://www.polk-fl.net/employment/onlineapplication.htm>
2. Using the Online Applicant Registration System (ARS), apply for the **Non-Instructional** position in which you are interested. If there is more than one, apply for each position individually. View at: <http://www.polk-fl.net/employment/noninstructional.asp> (Scroll down the “Non-Instructional” page to view Para-Educator position vacancies.)
3. If you are a current district employee: in addition to steps 1 and 2, complete the PCS **Transfer Request Form** available online <http://www.polk-fl.net/employment/>. Click “Non-Instructional” scroll down to transfer process.