

Opportunities for Employment at BHK in Baraga and Houghton County Locations for Birth to Five Programs

Education Site Supervisors

Provides direct supervision of teachers and/or primary caregivers, along with guidance and support to assistant teachers, classroom aides, volunteers and parents, ensuring high quality early childhood and family services. A minimum of 3 years teaching and/or experience with supervision, evaluation and organizational development is required. Full time/year round positions and full time/school year positions available depending on qualifications/experience.

Preschool Teachers

Interested candidates must have one of the following: an associate or bachelor's degree in early childhood; or a baccalaureate or advanced degree in any field and coursework equivalent to a major relating to early childhood education and experience teaching preschool age children; or a valid Michigan teaching certificate with an early childhood (ZA/ZS) endorsement or preschool child development associate credential (CDA). Full time/school year positions.

Assistant Teachers

Interested candidates must have an associate's degree in early childhood education/child development or a preschool child development associate credential (CDA). Full time/school year positions.

Infant/Toddler Primary Caregivers

Interested candidates must have a minimum of coursework in infant/toddler early childhood education. Full time/year round positions.

Para-Professionals

Looking for committed individuals to complement our qualified educators who have a passion for teaching children and an ability to create a relationship of mutual trust. Para-professionals work closely with teachers and other education team members to provide small group and individualized instruction, assess progress, and maintain a safe learning environment. Para-professionals roles include classroom aide, family support aide, or lunch aide. Interested candidates must have a high school diploma and strong communication skills. Training is provided. Part time/school year and year round positions.

Substitute Assistant Teachers (Preschool and Infant/Toddler)

Seeking individuals with an interest in the early childhood field. Interested candidates must have a high school diploma. Early childhood experience is preferred. Training is provided.

Bus Drivers

Interested candidates must have a CDL with P and S endorsements and a clean driving record. BHK will provide training. Full and part time hours.

Please submit a resume and application to hr@bhkfirst.org

Opportunities for Employment at BHK in Baraga and Houghton County Locations for Out-of-School Time Programs

Site Coordinator

Provides and manages a collaborative afterschool and summer enrichment K-6 program. Includes the supervision of staff, and effective documentation of student attendance, staff information, billing processes, and other required records. Requires a Bachelor's degree or higher in a child-related field or a current teacher certification, OR 6-12 semester hours and 480 – 2,880 hours of experience, both in a child-related field. Two semester hours (or 3 CEUs) in childcare administration may also be required.

Youth Leader

Engages school-age students in a variety of hands-on afterschool and summer enrichment and academic activities. Includes managing groups of multi-age students, planning, preparing, and conducting engaging activities; adapting instructional methods and materials to meet varying needs and interests of students; establishing and enforcing rules and expectations; and participating in staff meetings and professional development opportunities. Part-time positions available at several local elementary schools. Must be 18 years or older.

Please submit a resume and application to hr@bhkfirst.org