



**Montgomery
CHILD CARE
ASSOCIATION**

OPEN POSITIONS AS OF 5/12/2017

Job Title	Requisition #	Minimum Qualifications	Hours M-F	Ages of Children	Start Date	Center
Program Director		AA in Business Administration				
			Hours vary during center operating hours	3-5	ASAP	Weller Road (Silver Spring)
Office Associate		AA in Business Administration				
	17-031 (NEW)		M-F: 9:00am-3:00pm	N/A	ASAP	Admin (Rockville)
Preschool Teacher		AA in ECE				
	16-025	Floater to all MCCA locations.	M-F: Varies	2-5	ASAP	Varies (Montgomery County)
	17-022		M-F: 10:30am-6:30pm	2-3		Brooke Grove (Olney)
	17-029		M-F: 10:00am-6:00pm	2-3	ASAP	Kensington/Forest Glen (Silver Spring)
Pre School Aide		Age 16 and up				
	17-027		M: 2:30pm -6:00pm; T & TH: 1:30pm-6:00pm; W & F: 3:00pm-6:00pm	2-3	ASAP	Kensington/Forest Glen (Silver Spring)
	17-025		M: 2:30pm -6:00pm; T & TH: 1:30pm-6:00pm; W & F: 3:00pm-6:00pm	3-5	6/19/2017	Kensington/Forest Glen (Silver Spring)
	17-024		M: 2:30pm -6:00pm; T & TH: 3:00pm-6:00pm; W & F: 1:30pm-6:00pm	3-5	ASAP	Kensington/Forest Glen (Silver Spring)
	17-030 (NEW)		M-F: 8:30am-10:30am and 2:30pm-5:30pm	2-5	ASAP	Bel Pre (Silver Spring)



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<u>Substitutes</u>		AA in ECE or EE				
	16-000		All center hours	2mo-12yrs	ongoing	All centers
<u>School Age Teacher</u>		AA in ECE or EE				
	15-065	Floater to all MCCA locations.	M-F: 7:00am-8:45am SPLIT 2:15pm-6:15pm T: 7:00am-8:45am SPLIT 12:00pm-6:15pm Split Shift earns a premium.	5-12	ASAP	Varies (Montgomery County)
	17-023		M-F: 2:45pm - 6:00pm	5-12	ASAP	Ashburton/Wyngate (Bethesda)
	16-096		M-F: 2:45pm-6:30pm	5-12	ASAP	Greenwood (Brookeville)
	16-118		M-F: 6:15am-8:45am SPLIT 2:45pm-6:30pm Split Shift earns a premium.	5-12	ASAP	Greenwood (Brookeville)
<u>School Age Aide</u>		Age 16 and up				
	17-032 (NEW)		M-F: 6:15am-9:00am SPLIT 2:30pm-6:30pm Split Shift earns a premium.	5-12	ASAP	Jones Lane (Gaitherburg)
	17-028	Summer hours subject to change. School year hours: M: 7:30am-9:30am SPLIT 2:30pm-6:00pm; T-F: 7:30am-9:30am SPLIT 3:30pm-6:00pm. Split Shift earns a premium.	Summer Hours: M & F: 7:00am-1:00pm; T & TH: 7:00am-3:00pm; W: 7:00am-4:00pm	5-12	6/16/2017	Kensington/Forest Glen (Silver Spring)
To apply, email (resumes@mccaedu.org) or fax (301-984-7686) your resume with a letter of interest/cover letter (include the job title & requisition number).						
MCCA, 3204 Tower Oaks Blvd., Suite 330, Rockville MD 20852						
301-984-7680 - www.mccaedu.org						