



# VACANCY NOTICE

**TITLE:** Daycare Specialist

**LOCATION:** Alan D. Pole Campus, Norwich, NY; Robert W. Harrold Campus, Masonville, NY

**REPORTS:** Director of Career and Technical Education

**TERMS:** Full-time, 12 months

**QUALIFICATIONS:** Either: A. Graduation from a regionally accredited or NY State registered two year college with an Associate's degree in nursery education, child care, early childhood development, early child education, nursing, recreation, human services or closely related field and one year of experience in a preschool child or day care center or preschool program involving planning and developing operating policies and procedures and/or educational/recreational activities: OR

B. Graduation from high school or possession of a high school equivalency diploma and three years of experience as defined in (A) above: OR

C. An equivalent combination of training and experience as defined by the limits of (A) or (B) above.

**RESPONSIBILITIES/DUTIES:** Selected candidate will co-plan and co-supervise programs, activities and feeding in accordance with developed curriculum, policies and procedures, supervise other workers, communicate with parents, maintain required records, carry out emergency procedures and attend staff conferences and in-service training.

**SALARY/BENEFITS:** \$16.70 – \$22.70 per hour. Pay and benefits based on BOCES Educational Support Personnel Association (BESPA) Contract.

**STARTING DATE:** June, 2023

**TO APPLY:** Send resume, Delaware County civil service application and DCMO BOCES application. Applications reviewed as received.

DCMO BOCES Application found at:  
<http://www.dcmoboces.com/application>

Delaware County civil service application found at:  
[http://www.co.delaware.ny.us/departments/pers/docs/employee\\_docs/DC%20Application%2020191121%20savable.pdf](http://www.co.delaware.ny.us/departments/pers/docs/employee_docs/DC%20Application%2020191121%20savable.pdf)

*Apply online:*  
[www.OLASjobs.org](http://www.OLASjobs.org)  
-or-  
<https://dcmo.mightyrecruiter.com>

*By mail:*  
Human Resources Department  
Delaware-Chenango-Madison-Otsego BOCES  
6678 County Road 32  
Norwich, NY 13815-3554

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