

# **HELP            WANTED:            P.A.C.E. Headstart is seeking to fill a       Nurse/Health       Manager position**

**SALARY:** \$27.50-\$30.00/hr., 30–35 hrs. per wk., 48–52 wks. per yr.

**QUALIFICATIONS:** RN licensure required in the State of Massachusetts and the understanding of the policies and procedures that govern Early Childhood Learning Programs. Bilingual skills preferred. Must be able to pass a background check.

Must be physically able to safely supervise pre-school children and attend to the scope of the duties listed in the job description including, but not limited to: lifting a child up to 40 lbs., able to climb stairs, walk moderate distances for home visits and related activities.

**JOB SUMMARY:** The Nurse/Health Manager will oversee the operations of the Health Service area of P.A.C.E., Head Start. This position will assist the program in adhering to the NAEYC, EEC, and Federal Program Standards regarding the physicals and vaccinations for children in the program ranging from birth to 5 years old. Will be responsible for supervising the Health Assistants; perform mandatory vision, hearing, and health screenings for all children. This role will work professionally and possess the communication skills necessary to work collaboratively with other staff, parents, and community members to support Head Start in understanding the health needs of the population and developing strategies to address those needs.

Low cost Health Insurance, Dental, Vision Plan and no cost

Life Insurance are available.

**P.A.C.E. is an AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

Deadline to apply: 5:00 p.m., Friday, January 4, 2019

Must e-mail a cover letter with your mailing address, title of position, and resume/application to: [hrjobapplications@paceinfo.org](mailto:hrjobapplications@paceinfo.org) or mail the same information to:

**P.A.C.E., Inc.**

P.O. Box 5-626

New Bedford, MA 02742

Attn: Director of Human Resources