



Paid Time Off

- Sick Leave = 1 day per month
 - Vacation Leave = 2 weeks per year
 - Holiday Leave = 8 Observed/Year
- Must Use PTO for Spring & Winter Break

Wellness Program

Track qualifying wellness activities and exchange 2 hours of sick leave for 2 hours of wellness leave per month!

Employee Benefits:

- Up to 5% Bilingual Compensation Increase
- Jeans on Fridays (with tax deductible donation)
- YMCA Discount
- Health & Dental Insurance
- Retirement Plan with 4% Company Match
- Life Insurance Policy paid by Child Start = 2X Annual Salary
- Supplemental Insurance Coverage Available through AFLAC
- Employee Assistance Program
- Head Start program qualifies for Student Loan Forgiveness

Employment Screenings

All staff receive 3-4 background screenings which may include:

- ✓ State Kansas Bureau of Investigation Report
- ✓ National Criminal History & 50 State Sex Offender Report
- ✓ Social Security Verification Report
- ✓

We also require a **KDHE physical** & **pre-employment drug test**. Drivers are required to complete a **KDOT physical** & **screening requirements**.

Random background checks & drug screens as required, all physicals renewed upon expiration!

Flexible Schedules!

Work Schedule	Option 1	Option 2	Option 3
Monday	8 hours	9 hours	10 hours
Tuesday	8 hours	9 hours	10 hours
Wednesday	8 hours	9 hours	10 hours
Thursday	8 hours	9 hours	10 hours
Friday	8 hours	4 hours	DAY OFF

Many of our staff enjoy flexible schedules, giving us the opportunity to complete college courses, care for loved ones or simply finish a few personal to-dos. Scheduling is dependent on the needs of each position and/or department & must be approved in advance with the immediate supervisor.

Nepotism

Child Start staff cannot work:

- In preschools where children in their immediate family are enrolled.
- In locations where they are supervised or will supervise an immediate family member.



Must have reliable transportation with valid auto insurance

- We reimburse \$.45/mile

Dress Code

We are business casual: No shorts or flip-flops. Tennis shoes are always acceptable at centers.

Electronic Devices:

Computer, Email & Internet are to be used for business purposes only.

Personal cell phone use is discouraged during work hours

We receive electronic bi-weekly pay checks!

You will need to use **direct deposit** with your bank or sign up for **ADP Total Pay Card**

Questions?

Ask Your Interview Panel!

Connect with us:
f:ChildStartWichita
t: @ChildStartJobs
www.ChildStart.org

