

# ROOM FOR GROWING

## APPLICATION OF EMPLOYMENT

**When we say this is a great place to start, we're not just talking about an early learning experience for the children. It is also about our employees. When you join our teaching staff, you'll discover the love of learning, as you grow and develop in your career. As you inspire the children to learn, you'll be investing in your future too.**

**Mission Statement** We will understand and focus on the importance of the unique learning needs of young children. We will continue to provide an exceptional early childhood program for parents, staff and children ensuring quality, creativity, and safety. We will build strong partnerships between parents and staff to assist in the healthy development of every child in our care through respect and integrity. We will lead our team to a clear understanding of quality early childhood and we will create a positive work environment for all team members. We will constantly reassess our goals and visions for the future, keeping our focus on quality early education and care.

**Eligible Employees** We are looking for team members who are committed to the field. Please acknowledge that taking a position at Room For Growing means you are entering the lives of young children and their families. We are proud ourselves on providing consistency and dedication to the families we provide for. We need team members who have a lot of energy, passion, excellent work ethic, and who are positive and professional.

**Benefits** Amazing work experience, Parent Aware Four Star Rated program, Nationally Accredited program, dental and medical insurance, 401K, no weekends, educational reimbursement program, paid in-service training, discounted child care, scholarships, grants, bonus program, paid holidays, PTO & more...

**Position Qualifications & Wages** We are a nationally accredited program, and follow the staff qualifications required by our accreditation affiliation. Please attach an college transcripts you have to satisfy position qualifications.

**Teacher** – must have a minimum of sixteen semester college credits in early childhood and 4,160 hours of experience & starts @ \$14/hour

**Assistant Teachers** – must have a minimum of eight semester college credits in early childhood and 2,080 hours of experience & starts @ \$13/hour

**Teacher's Aide** – must be at least 18 years of age, a high school diploma and experience working with young children is preferred & starts @ \$11.25/hour

**Staff Training Requirements** All staff members are required to be certified in first aid, CPR, sudden unexpected infant death syndrome prevention, abusive head trauma prevention and blood borne pathogens. Room For Growing does support new staff members in obtaining the required certification. New employees are required to pay for their initial first aid and CPR certification, the cost is about \$80, and can be taken out of your first paycheck.

**Background Study** All staff members are required to complete a State of Minnesota Netstudy 2.0 background study, which includes a fingerprinting process. New hires are not able to work with children in our program until a clearance notice has been received from the state.

**The Hiring Process** After completing and submitting Room For Growing's application of employment, a director will contact the applicant to schedule an interview. The in person interview takes about 20-40 minutes. The interview may also include a 30 minute classroom observation. References and work history will be verified. A director will contact you if a position will be offered.

Please fill out the form below to be considered for employment at Room For Growing. Thank You for your interest, we will contact you shortly about career opportunities!

## PERSONAL INFORMATION

Full Name

Phone Number

Email

Current Address

Have you worked at Room For Growing before?	Yes	No
If yes, what location & when?		

Are you 18 years of age?	Yes	No
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Do you prefer full or part time?	Full	Part
If part time, which hours & days are preferred?		

Date available to start?	
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Are you willing to work overtime as required?	Yes	No
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## EXPERIENCE

List the experience you have working with children: (Please add dates)


## EDUCATION

What high school did you attend?		
Did you graduate?	Yes	No
If no, what grade level was complete?		

College Attended	Dates Attend	Degree Obtained	Major

## PROFESSIONAL REFERENCES

Name	Phone	Relationship	Years Known

## EMPLOYMENT HISTORY

List in order with last or present employer first

<b>Employer Name</b>			
<b>Address</b>			
<b>Phone</b>			
<b>Position</b>			
<b>Dates Of Employment</b>			
<b>Salary</b>			
<b>Supervisor Name</b>			
<b>Reason For Leaving</b>			
<b>Permission To Contact</b>	<b>Yes</b>	<b>No</b>	

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<b>Phone</b>			
<b>Position</b>			
<b>Dates Of Employment</b>			
<b>Salary</b>			
<b>Supervisor Name</b>			
<b>Reason For Leaving</b>			
<b>Permission To Contact</b>	<b>Yes</b>	<b>No</b>	

Why do you want to work with children?


**What special skills do you have?**


**Please describe how you can contribute to Room For Growing and why we should hire you?**


<b>Which age group do you prefer?</b>	<b>Infants</b>	<b>Toddlers</b>	<b>Preschool</b>
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<b>Please circle the desired position based on qualifications</b>	<b>Teacher</b>	<b>Assistant Teacher</b>	<b>Teacher’s Aide</b>
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<b>Please mark the locations below you are interested in holding a position at</b>			
<b>Forest Lake North</b> 268 <sup>th</sup> Street SW O. 6514641601	<b>Forest Lake South</b> 4700 Scandia Trail O. 6514642330	<b>Chisago</b> 11125 Lake Blvd O. 6512572441	<b>North Branch</b> 38862 14 <sup>th</sup> Ave N O. 6512772441

<b>Where did you hear about our career opportunities?</b>				
<b>Website</b>	<b>Facebook</b>	<b>Signs</b>	<b>Friend</b>	<b>Other:</b>

**Applicants Certification and Agreement**

I certify that the facts set forth in this application for Employment are true and complete to the best of my knowledge. I understand that if I employed, false statements may result in my dismissal. I authorize Room For Growing to make an investigation of any of the facts set forth in this application.  
 I understand that employment at Room For Growing is “at will”, which means that either I or Room For Growing can terminate the employment relationship at any time, with or without prior notice, and for any reason not prohibited by law.

<b>Signature</b>		<b>Date</b>	
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