# Washington Co. NB & PW Club, Inc.

# “Head Start & GA Pre-K Program”

**P.O. BOX 896**

**SANDERSVILLE, GA**

**JOB DESCRIPTION**

**TITLE: COVID-19 Mitigation Specialist**

**GENERAL DESCRIPTION:**

The purpose of this position is to promote the health and safety of students as it relates to the mitigation of COVID-19. An employee working in this role will assist in food and food delivery services as well as check temperatures and sanitize high-contact areas within the facility throughout the day. When effective, this employee will be assisting Washington County Head Start in preventing the spread of COVID-19.

**DUTIES AND RESPONSIBILITIES:**

* Responsible for checking temperatures of staff, students, and others upon entering the facilities as well as throughout the day.
* Assist in the delivery of meals to enrolled students not in attendance.
* Sanitize and disinfect buses, including seatbelts and appropriate restraints.
* Assist in setting up a safe and well-sanitized environment (indoor/outdoor) for the activities of the day.
* Sanitize/disinfect classroom equipment and high-contact areas throughout the day.

**PERFERRED REQUIREMENTS:**

* Yearly physical.
* Ownership of or access to automobile.
* Current First Aid and CPR certification.

**REQUIREMENTS:**

* Must be dependable and reliable.
* Ability to relate well with children.
* Must have valid driver’s license

**EDUCATION REQUIRMEENTS:**

Must have the ability to complete OSR and Health and Human Services required data on the necessary forms; must demonstrate genuine affection for young children. A high school diploma/GED is required.

OTHER QUALIFICATIONS:

Candidates will be eligible for this position based on criteria set by the federal government under the National Dislocated Worker Grant. *Thus, candidates must have been either laid off due to no fault of their own, laid off due to COVID-19, unemployed for 27 or more weeks, or have been self-employed and lost wages due to COVID-19 to qualify for this position.* Candidates will need to provide documentation supporting their eligibility.

PHYSICAL REQUIREMENTS

Significant sitting, standing, walking, moving, carrying, bending, kneeling, reaching, handling, pushing, and pulling. Ability to lift 15 lbs. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

\*\*This employment opportunity is in partnership with WorkSource East Central Georgia. Qualifying candidates who are selected will be required to register in WorkSource GA’s *online participant portal at worksourcegaportal.com and to submit required eligibility* documentation to a WorkSource GA Career Coach.\*\*

Washington Co. NB & PW Club, Inc. “Head Start Program” is an EEO Employer