

Head Start Education Specialists

SENECA NATION OF INDIANS

Irving, NY 14081

Education Coordinator

Full-time

Onsite

\$19.69 - \$19.69 an hour

Posted on August 12, 2026

Organization Statement

The Seneca Nation of Indians has a diverse job market which includes employment opportunities at all three casinos Seneca Allegany, Seneca Niagara and Seneca Buffalo Creek, including opportunities within the Nation as well; positions range from maintenance and custodial to management and executive positions, as well as a number of positions that exist at Seneca Enterprises. The Nation's enterprises generate revenue that subsidizes their own payroll and overhead, as well as that of the other Seneca Nation departments and programs.

Job Description

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Candidate will be responsible for all aspects of the education component in the program. Working cooperatively with other component coordinators, the Education Coordinator is responsible for ensuring that children are provided with an appropriate learning environment and opportunities that will help them develop physically, socially, cognitively and emotionally. Parents are to be supported in their role as the child's primary teacher. Duties include both the Cattaraugus and Allegany sites.

Responsibilities

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Qualifications

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Bachelor's Degree in early childhood education, child development, with three years of preschool teaching experience including curriculum development and program evaluation or a related field. Other combinations of experience and education that meet the minimum requirements may be substituted. Ability to communicate positively with staff children, families, and community members with varying cultural, educational, and socioeconomic backgrounds. Strong written and verbal communication skills. Intermediate to advance computer skills, including internet and email. Must have first aid and CPR certification, or willing to obtain. Ability to evaluate programs and situations and make decisions for improvement. Must have a valid NYS Driver's License and reliable transportation.

- **Minimum Education Level:** Associate's Degree
- **Preferred Education Level:** Bachelor's Degree

Application Instructions

Go to www.sni.org, find "job opportunities" tab, Application is in pdf form, email it to complete application process.

Language Requirements

English