



## **Job Board Information Sheet**

Submit one form per available position to [Kara.darnell@oneplaceonslow.org](mailto:Kara.darnell@oneplaceonslow.org) by the 15<sup>th</sup> of the month. Listing will run for one month, unless notified to extend the posting. Once approved program will receive notification via email.

Center Name \_\_\_\_\_

Job Location \_\_\_\_\_

Contact Person \_\_\_\_\_

Contact Number \_\_\_\_\_

Email Address \_\_\_\_\_

Website link to application (if applicable) \_\_\_\_\_

Position Available \_\_\_\_\_

Education requirement \_\_\_\_\_

Full time or Part time Position \_\_\_\_\_

***Disclaimer:***

*Employment posting through One Place is public service to early care and education employers to submit job opportunities to increase visibility. One Place does not screen any candidates. One Place is not involved in the actual transaction between employers and candidates. As a result, One Place has no control over the quality, safety or legality of the jobs posted, the truth or accuracy of the applicant, or the ability of employers to offer job opportunities. All jobs are posted at the discretion of One Place. We will not post jobs that appear to discriminate against applicants on basis of race, color, religion, creed, age, national origin, disabled or Veteran status, sexual orientation, disability gender, or any other category protected by law. One Place reserves the right to refuse to post jobs that do not support the interest of professionals in the field of early care and education. In addition, external job listings do not represent an endorsement by One Place.*

*In the event that you have a dispute with one or more candidates, you release One Place from claims, demands and damages (actual and consequential, direct and indirect) of every kind and nature, known and unknown, suspected and unsuspected, disclosed and undisclosed, arising out of or in any way connected with such disputes.*

**FOR INTERNAL USE ONLY**

Date approved: