

<b>Policy number:</b>	<b>IV-2</b>	<b>Subject:</b>	<b>POSITIONS IN GRADE</b>
		<b>Revision:</b>	three
<b>Approved:</b>	Agency Board:	June 28, 2006	
	Policy Council:	May 17, 2006	

<b>SAMPLE POSITIONS</b>	<b>GRADE</b>
Executive Director / Program Administrator	9
Head Start Program Director	9
Director of Finance / Fiscal Agent	9
Health Services & Transportation Manager	8
Family and Community Partnership Manager	8
Education and Early Childhood Development Managers	7
Coordinator for Special Services/Disability Services	7
Special Projects / Training Specialist	7
Information Management Specialist / Bookkeeper	7
Area Supervising Teacher	6
Human Resource Specialist / Administrative Assistant	6
Transition Specialist	6
Lead Teachers (I, II, III)	5
Family Partnership Assistant III	5
Outcomes / Information Specialist	5
Secretary	4
USDA Specialist / Fiscal Clerk	4
Family Partnership Assistant II	4
Teacher - Head Start and Child Care	3
Child Care Coordinator &/or Supervisor	3
Clerk/Data Entry II	3
Family Partnership Assistant I	3
Assistant Teacher / Bus Driver	3
Bus Driver	3
Cook II	2
Child Care Assistant Teacher	2
Clerk I	2
Cook I	1
Substitute	1
Transportation Aide	1
Nutrition Aide	1

Most positions in grade 5 and above are considered exempt employees, depending on individual responsibilities and analysis based on criteria in the Federal Fair Wage and Hour Law. Select positions in other grades may also be exempt.