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James D. Plankenhorn, President & CEO

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Lycoming-Clinton Counties Commission for Community Action (STEP), Inc.

STEP Pathway: Early Learning

Job Title: Early Head Start Teacher / Home Visitor Floater

Pay Grade: HS-7 Rate: \$18.81

Salary: \$37,620.00 based on 40 hours per week 50 weeks per year.

Please be aware, employees in this position are considered a STEP Head Start covered employee and therefore must be fully vaccinated against COVID-19 (two doses of Pfizer or Moderna, or one dose of Johnson & Johnson) and provide proof of vaccination status or have an approved medical or religious exemption. If you have any questions, please contact Human Resources at 570-601-9513.

Depending on hours worked, you may be eligible for the following benefits:

- ☐ **Vacation and Sick Leave:** The accrual rate for vacation and sick leave depends on the number of hours worked annually and the accrual rate increases depending on years of employment. *(Note: Does not apply to teaching staff working a prescribed schedule, such as a school district calendar. Leave may be granted depending on program needs.)*
- ☐ **Paid Holidays:** are provided to employees who work at least 1,200 hours annually. An annual calendar is distributed via email in December for the upcoming year.
- ☐ **Health, Vision, and Dental Insurance:** are available to all employees who work at least 1,200 hours annually (current providers: Geisinger, Vision Benefits of America, and Delta Dental).  
*\*Please note that spousal coverage is not an option for health insurance, and the employee is responsible for the entire additional premium for covering children.*
- ☐ **Short- and Long-term Disability:** STEP pays for these coverages for employees who work at least 1,200 hours annually.
- ☐ **Basic Term Life Insurance Coverage:** STEP pays for a \$15,000 life insurance policy for employees who work at least 1,200 hours annually (employees may purchase additional coverage).
- ☐ **Retirement:** Eligible employees may contribute a portion of each pay to a retirement account beginning with the first pay.

Benefits are explained in greater detail during orientation and brochures are provided upon enrollment.

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Pathways to Success

Early Learning   Housing Options   Workforce Development   Community Collaboration   Independent Living