Institute of Community Services, Inc.

ICS, Inc. has the following positions available:

Coleman Head Start Center

Cook Assistant
Special Support Assistant
Teacher

Qualifications:

Cook Assistant- Must have basic communication skills and be able to read, write, and solve arithmetic problems. Must obtain certification in food service management within 6 months of employment.

Special Support Assistant - High School diploma or General Education diploma (GED). Minimum of one year of related experience is preferred. Ability to work with students with various impairments, demonstrated aptitude for work to be performed, such as, but not limited to positive work ethic, well organized, strong communication skills, basic technology skills and flexibility to work with diverse students and staff.

Teacher - Bachelor's degree in early childhood education or related field with a minimum of 18 hours in Early Childhood Education and experience in an early childhood education classroom.

Application may be requested beginning Thursday, August 20, 2026, at the Coleman Head Start Center located at 723 22nd Street,1 Columbus, MS; or go on the ICS website: **www.ics-hs.org**; download an application, insert (declaration page) and (3) character reference forms on the employment link tab under Human Resources. Office hours are from 8:00 a.m. to 4:30 p.m. Monday - Friday. The deadline for application is Monday, August 31, 2026.

Salary Ranges:

Cook Assistant
$14.513-$15.840

Special Support Assistant
$16.101 - $16.212

Teacher
$23.705 - $30.437

Outstanding Benefits:

Health Insurance (agency pays 90%)
Retirement (agency pays 6% to 10%)
Sick Leave
Paid Leave
Paid Holidays

ICS, INC. IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, SEX, NATIONAL ORIGIN, RELIGION, AGE, OR DISABILITY.