

***Community Action Partnership of Lancaster and Saunders Counties is a private,***

***not-for-profit organization with the mission of empowering people living in***

***poverty to achieve economic stability.***

**Head Start Family & Community Engagement Coordinator**

Community Action’s Early Head Start and Head Start Program is looking for its next great manager. Our program is built on a foundation of strong systems, great people, and a steadfast commitment to serving our community’s most vulnerable children and families. If you are an action-oriented and solution-focused professional with this same commitment, then please apply.

Key responsibilities of our Head Start Family & Community Engagement Coordinator include:

* The design and implementation of evidence-informed family and community engagement practices within the program in accordance with Head Start regulations and the agency’s empowerment-based case management model;
* The facilitation of ongoing professional development activities designed to enable program staff to effectively help families reach their goals and prepare their children to succeed in school;
* Forging and maintaining partnerships with Community Action programs and other community entities whose services can benefit Early Head Start and Head Start participants in order to maximize these supports; and
* Development of effective family engagement opportunities hosted by Early Head Start and Head Start, such as parent workshops and groups, and family activity events.
* Active participation in all components of the program’s annual activities cycle, including development of the program’s annual recruitment plan, self-assessment, and analysis of community needs and strengths as they relate to families eligible for the program.

Minimum of a Bachelor’s degree in Social Work, Family and Consumer Science, Psychology, Human Services, or related course of study. Masters degree preferred. At least five years experience working in a human services-related field and one year experience in a supervisory capacity required. Experience working in low-income or other vulnerable populations required. Strong verbal and written proficiencies of the English language required. Valid Nebraska Driver’s License and good driving record preferred.

**For more detailed information please contact Human Resources at 402-875-9315 or**

**mandrews@communityactionatwork.org**

**Resumes and cover letters should be sent to:**

**mandrews@communityactionatwork.org**

Community Action Partnership of Lancaster and Saunders Counties is an equal opportunity employer and does not discriminate on the basis of race, color, religion, national origin, marital status, veteran status, political affiliation, sexual orientation or gender identity, disability, sex, age or any other status protected by state or federal law.