



NeighborImpact

Supporting People, Strengthening Communities.

Head Start Advocate

Do you have at least two years' experience in a social services setting? Do you have education in human services, family services, or a related field? Are you looking for a position where you can use your skills to help children and family get the services they need? Then the Head Start Advocate position is for you! Come to work for one of Oregon's 100 Best Non-Profits where all your insurance premiums are 100% paid even during summertime furlough periods.

Location: Bend and Redmond/Prineville

Compensation: \$23.85/hour (plus .50 for Bilingual Spanish) - Union represented

Hours: Regular full-time 40 hours/week, subject to normal school year furloughs (furloughs are approximately a total of 6 weeks per year)

Benefits: 100% premium paid Medical, Dental, Vision and Life Insurance, Agency paid Retirement plan (up to 6 %!), almost 16 weeks of paid vacation time total accrual during the first five years (increases after that), plus 14 paid Holidays annually and a separate sick leave accrual

NeighborImpact's Head Start program Overview

NeighborImpact Head Start and Early Head Start provides free quality preschool and social services to 784 children and families from pregnant woman to children ages 0-5 throughout Crook and Deschutes County. The program provides quality classroom learning in addition to resources that enable access to health and dental care, family support, nutritional meals, family engagement, social/emotional and physical development, nutrition and more. Head Start is actively working toward expanding the implementation of full day preschool in Central Oregon communities to support school readiness. For those interested in working for NeighborImpact's Head Start program, job applications can be found at www.neighborimpact.org/jobs.

Overview of Key Duties and Responsibilities:

The Head Start Advocate works with identified high-need families at multiple sites to promote asset development, family wellness, family partnerships and parent involvement in the Head Start program. The position works closely with families and other team members to facilitate and nurture children's physical, social-emotional, cognitive and language development. The advocate operates as a liaison between classroom and home settings and as a liaison between families and other NeighborImpact programs and community services. Consultation, support and mentoring are provided to program staff in the area of family services. The position also works as a member of the ERSEA team with responsibility for Head Start and Early Head Start recruitment, enrollment and attendance activities. This position is represented under a collective Bargaining Agreement.

POSITION QUALIFICATIONS:

- COVID-19 vaccine required prior to hire
- At a minimum, a credential or certification in social work, human services, family services, counseling, or a related field within eighteen months of hire (For example: SSCBT, CCR Family Services Certification, etc).
- AA or BA degree in social work, human services, family services, counseling, or a related field preferred
- Bilingual English/Spanish preferred
- One years' experience in a social services setting, including knowledge and experience relating to community resources for referrals to families in need of services, or, at least one year experience working within a Head Start Classroom, or proof of enrollment in a HDFS Human Services Program required
- Two or more years of experience working in a Head Start program preferred
- Head Start parent or prior parent preferred
- Computer literacy and familiarity with various applications such as word processing, email and internet required
- Must be available for a flexible schedule to accommodate family needs; may include some evening or weekend hours
- Frequent kneeling, stooping, bending, and sitting on the floor to attend to children's needs. This position is rated as active and regularly requires the individual to lift 50 pounds

Job posting 6/30/22. For a complete job description visit our Website at: <http://www.neighborimpact.org/> and click on the "Work For Us" tab. We celebrate inclusion and diversity of thought, culture and background, which helps to connect the entire NeighborImpact family. NeighborImpact is an Equal Opportunity Employer. We do not discriminate based on race, religion, color, national origin, sex, sexual orientation, gender identity, age, veteran status, disability status, pregnancy or any other characteristics protected by applicable law. Employment at NeighborImpact is based solely upon qualifications, merit and business need. We are committed to building a staff that represents the individuals and families we serve and therefore encourage applicants from historically underrepresented groups to apply for employment at NeighborImpact. If you need an accommodation, please reach out to hrrcruiting@neighborimpact.org.

- Must have an initial health examination, and a periodic re-examination (as recommended by health care provider)so as to assure that employees do not because of communicable diseases, pose a significant risk to the health or safety of others, that cannot be eliminated or reduced by reasonable accommodation.
- Prior to date of hire and throughout employment, certification of the following are required:
 - Valid driver’s license
 - Proof of current auto insurance
 - Food Handler’s Card
 - Current enrollment in the OR Child Care Division-Criminal Background Registry
- Within 60 days of hire, Pediatric CPR/First Aid certification is required
- Above certifications must be kept current to remain employed
- Access to reliable transportation required

For further details and instructions on how to apply, please visit our Website at www.neighborimpact.org/jobs.

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