Head Start Advocate

Are you passionate about children and families? Do you want to help Central Oregon children get the very best start in life? Do you have a Bachelor’s degree in Human Services or related field? Then the Head Start Advocate position is for you! Come to work for one Oregon’s 100 Best Non-Profits and help affect constructive change in people’s lives.

Location: Redmond (Becky Johnson) Head Start

Compensation: $16.42/hour (plus .50 for Bilingual Spanish), Union represented, after six working months and a positive review, wage will increase to $17.28

Hours: 40 hours/week - subject to normal school year furloughs plus two weeks in summer (approximately six weeks per year)

Benefits: 100% premium paid Medical, Dental, Vision and Life Insurance, Agency paid Retirement plan (6%), Very aggressive time off accruals. Many voluntary plans including family medical, dental, vision and life, flex spending medical savings, discount fuel, health club membership and pet insurance

Deadline: Position remains open until filled

NeighborImpact’s Head Start program Overview
NeighborImpact Head Start and Early Head Start provide free quality preschool and social services to 445 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.

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:
• Bachelor’s Degree in Human Services, or related field that includes course work in the principles of social work/services, child and family development, and psychology
• Two years’ experience in family social services settings, including knowledge and experience relating to community resources for referrals to families in need of services preferred
• 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
• 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
• Prior to date of hire and throughout employment, certification of the following are required: valid driver’s license, proof of current auto insurance, OR Food Handler’s Card, current enrollment in the OR Child Care Division-Criminal Background Registry and within 60 days of hire, Pediatric CPR/First Aid certification is required

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