

Date Posted:

Texas Head Start Association

JOB OPPORTUNITY POSTING

Job Title: Family Services/Family Services Bilingual

Employer/ Agency: Harris County Dept. of Education

Job Description: To recruit and enroll children into the Head Start program, to provide parent-driven, family centered case management services that support families in building skills and achieving goals, and to promote parent, family, and community engagement in the Head Start program.

Qualifications: Education/Certification:

* Bachelor's degree from an accredited university in Social Work, Psychology, Sociology, or related field (Case management work experience may be substituted for a degree in an unrelated field)

Special Knowledge/Skills:

- * Strong written and verbal communication skills
- * Ability to interact with diverse populations
- * Ability to work cohesively on an interdisciplinary team
- * Ability to identify and solve problems
- * Ability to effectively coordinate services for preschool children and their families
- * Knowledge of community resources and ability to assess family and community needs
- * Proficiency with a variety of software, including Microsoft Word, Excel, Power Point, Publisher and Access
- * Bilingual (English/Spanish) speaking skills preferred

Experience:

* Two years of experience in social work, family or child services, case management, community health, or related area

Hours: Morning Shift

Salary: \$36,519

Send your resume and cover letter to: Inilon@hcde-texas.org

Attn: Laura Nilon-Williams

Address: 6300 Irvington Blvd

City, State, Zip: Houston, TX 77022-5618

Telephone:

Fax: 713-696-0739

E-mail Address: Inilon@hcde-texas.org

Application Method Preferred: www.hcde-texas.org

Opening Date: 06/20/2017

***If your response to this job posting results in successful employment, please email THSA at webmaster@txhsa.org with the hiring details of your new job opportunity.
Thank you***