



The Northeast South Dakota Head Start Program, Inc. has the following employment opportunity available for Huron, SD:

## Family Services Coordinator

### EDUCATION AND EXPERIENCE:

The Family Services Coordinator is to have a Bachelor of Science or Arts Degree and/or training and experience in field(s) related to social, human or family services. Applicant should demonstrate an ability to assist the parents of young children in advocating and decision-making for their families.

### QUALIFICATIONS:

The Family Services Coordinator is to have a working knowledge of the developmental needs of children. Be able to possess human relations, communications, motivational and leadership skills, which allows them to work effectively with the other Head Start staff, Head Start parents, volunteers and other community agencies. The Family Services Coordinator is to have a working knowledge of computer systems and available software. Be able to have effective planning and organizational skills. The Family Services Coordinator is to show evidence of maturity and poise and be familiar with and support the philosophy and concept of the Head Start Program.

### PHYSICAL REQUIREMENTS:

The Family Service Coordinator must be able to lift 30 lbs. and occasionally heavier items. Must have an initial employment physical examination and provide a doctor's statement of verification.

The salary for this position ranges from \$17.55 per hour to \$19.85 per hour.



Excellent working environment/ benefits/ paid vacation.

For a complete job description and application form, go to:

[www.nesdhs.org/career](http://www.nesdhs.org/career)

Position available April 2022

Application Deadline is June 30, 2022