

CONCHO VALLEY COUNCIL OF GOVERNMENTS  
HEAD START

## NOTICE OF JOB OPENING

Site Supervisor/Family Service Worker: JUNCTION HEAD START, JUNCTION, TX

### HEAD START SITE SUPERVISOR/FAMILY SERVICE WORKER: REQUIREMENTS

- A bachelor's degree with 12 college credit hrs in child development and six college credit hrs in business management and one year of experience working with preschool children; **or**
- An associate's of applied science degree in child development or closely related field with six college credit hrs in child development and six college credit hrs in business management and two years of experience working with preschool children; **or**
- Sixty college credit hrs with nine college credit hours in child development and six college credit hrs in business management and two years experience working with preschool children; **or**
- A child-care administrator's certificate from a community college with at least 15 college credit hrs in child development and three college credit hrs in business management and two years experience working with preschool children; **or**
- A Child Development Associate credential or Certified Child-Care Professional credential with six college credit hrs in business management and two years experience working with preschool children; **or**
- A day-care administrator's credential issued by a professional organization or educational institution and approved by Day Care Licensing and two years experience working with preschool children; **or**
- Nine college credit hrs in child development and nine college credit hrs in business management and three years experience working with preschool children.

The position of **Head Start Site Supervisor/Family Service Worker** plays a crucial role in the general day-to-day operation of the Head Start center. Ensuring all regulations and requirements are being met throughout the center. Supervision and monitoring of all staff working at the assigned center(s) is essential. This position may be reassigned to various centers as deemed necessary for program operations. Site Supervisor/Family Service Worker is responsible for oversight of the family partnership agreement process, assisting families in identifying needs and accessing resources within the community to serve those needs. Development of community partnerships and providing transition services is also a major focus of this position.

**Posted: July 12, 2010**

**Opened until filled**