



<b>POSITION</b>	<b>LOCATION</b>	<b>PROGRAM</b>
<b>CCC Family Service Associate</b>	<b>Warren</b>	<b>Community Collaborations for Children</b>

**Open Until Filled**

Full-time position available with our Community Collaborations for Children (CCC) Program serving a ten-county area. Duties include but are not limited to providing in-home prevention and support services, scheduling and monitoring supervised contact between children and visiting family members including parents, siblings, and extended family members as authorized by the Cabinet for Health and Family Services, and facilitating family team meetings. Additional responsibilities include parent education, mentoring, conflict management, record keeping, linkage coordination and making resource referrals as needed. This position requires excellent written and verbal communication skills as well as computer skills including word processing and spreadsheets.

**Qualifications:**

Minimum qualifications for this position are a Bachelors Degree in human services or in an area outside of human services and have at least one year of experience providing in-home services or have four years of experience providing in-home services. All appropriate licensure/certification are required. A valid Kentucky Driver's License and dependable transportation are also required.

**Salary:**

Minimum salary for this position will be \$10.00 per hour, including an excellent benefit package.

**Application Process:**

For immediate consideration you will need to submit a resume, with a cover letter indicating salary history to the address and/or e-mail below; or you may apply in person at the following Community Action location:

921 Beauty Avenue  
P.O. Box 90014  
Bowling Green, KY 42102

200 East Fourth Street  
Bowling Green, KY 42101

171 Center Street  
Bowling Green, KY 42101

E-mail: [aroy@casoky.org](mailto:aroy@casoky.org)

**Funding Source:**

**Federal funds are distributed through the Cabinet for Health and Family Services, Department for Community Based Services.**

**Note: Internal candidates will need to complete an internal application and return to Central Office.**

**EOE**

**M/F/D/V**

**Posted: 8/16/2011**