



COMMUNITY ACTION OF SOUTHERN KENTUCKY, INC.

POSITION	LOCATION	PROGRAM
Local Area Manager	Logan, Monroe, and Warren Counties	Children's Services

Closes: Open Until Filled

Full-time positions with our Children's Services Program in Logan, Monroe, and Warren counties, serving the 10-county BRADD area through technical assistance and support. Duties include assisting with licensing readiness, classroom observation and monitoring, and mentoring of staff.

Qualifications: Associate's or Bachelor's Degree in Early Childhood Education, Child Development, or related field required. Candidates must be willing to obtain a Director's Credential if degree is not in Early Childhood Education and have/be willing to obtain a Trainer's Credential. Candidates must be computer literate, have working knowledge of basic computer software, be knowledgeable of basic office procedures, and possess excellent administrative/office, organizational, and communication skills. Prior experience working with the public is required.

Salary: Salary for this position will be based on education and experience, and includes 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 one of the following Community Action locations:

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
--	---	--

320 Peyton Street P.O. Box 306 Russellville, KY 42276	401 West 4 th Street P.O. Box 171 Tompkinsville, KY 42167
---	--

E-mail: aroution@casoky.org
www.casoky.org

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

EOE

M/F/D/V

Posted: 11/12/09