



COMMUNITY ACTION OF SOUTHERN KENTUCKY INC.

POSITION	LOCATION	PROGRAM
Migrant Coordinator	Warren	Children's Services

Closing Date: March 30, 2009

Full time position with our Children's Services Program in Warren County. Duties include management of the daily operations of the Migrant Head Start Program, record keeping and supervision of program staff. Must be able to understand the particular needs of Migrant Education students and families and be able to communicate effectively in English and Spanish, both orally and in writing. Will also provide comprehensive social services to enrolled children and their families.

Qualifications: Minimum qualifications for this position are an Associate Degree in Education, Human Services, Social Work or closely related field, with a Bachelor's Degree highly desirable, however, candidates with equivalent years of experience will be considered, a valid Kentucky Driver's License, and have or be able to obtain a Commercial Driving License (CDL). This position requires a pre-employment drug screen. This position requires individual to be bilingual in Spanish.

Salary: Minimum salary for this position is \$11.00 per hour, with 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, PO Box 90014
Bowling Green, KY 42102

200 East Fourth Street
Bowling Green, KY 42101

171 Center Street
Bowling Green, KY 42101

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: 3/16/09