

Job Title	Director of Child Advocacy
Employer/ Agency	The Arc of Greater Houston
Job Description	Provide intake and referral for families. Advise parents concerning best practices, educational rights and parental responsibilities. Negotiate with school districts; attend A.R.D. meetings when appropriate. Provide information to public about programs. Evaluate participant satisfaction on continual basis. Member of Juvenile Justice Committee of IDD PAC. Community Outreach activities when appropriate Other duties as required.
Qualifications	Bachelor of Arts in Education, Social Work, Psychology or related field preferred. Proven knowledge of special education rules and regulations. Experience with one or more special education systems. Good interpersonal skills. Good communication skills. Computer skills; Office 2007. Proven ability to advocate Good negotiation skills. Knowledge of intellectual and developmental disabilities . Ability to work in team environment. Requires frequent travel within Harris County.
Salary/Hours	Part-time, 11 months 30 hours/week (flexible schedule that may include some evenings and weekends); 9 paid holidays & week between Christmas & New Years Additional stipend for being bilingual (English and Spanish)
Application Method	Please send cover letter and resume to : judy@aogh.org
Opening Date	Immediately

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.