

Job Title	Family Services Provider (La Porte, TX)
Employer/ Agency	Harris County Dept. of Education
Job Description	To recruit and enroll children into the Head Start program, to provide parent-driven, family centered case management services that support families in building skills and achieving goals, and to promote parent, family, and community engagement in the Head Start program.
Qualifications	<p>Education/Certification: Bachelor's degree from an accredited university in Social Work, Psychology, Sociology, or related field (<i>Case management work experience may be substituted for a degree in an unrelated field</i>)</p> <p>Special Knowledge/Skills:</p> <ul style="list-style-type: none"> • Strong written and verbal communication skills • Ability to interact with diverse populations • Ability to work cohesively on an interdisciplinary team • Ability to identify and solve problems • Ability to effectively coordinate services for preschool children and their families • Knowledge of community resources and ability to assess family and community needs • Proficiency with a variety of software, including Microsoft Word, Excel Power Point and Publisher • Bilingual (English/Spanish) speaking skills preferred <p>Experience:</p> <ul style="list-style-type: none"> • Two years of experience in social work, family or child services, case management, community health, or related area
Salary/Hours	\$36,519.00
Address	6300 Irvington Blvd
City, State, Zip	Houston, TX 77022
Contact Person	Laura Nilon-Williams
Contact Title	HR Coordinator
Telephone Number	713-696-8287

Fax Number	713-696-0739
Email Address	lnilon@hcde-texas.org
Application Method	www.hcde-texas.org
Opening Date	03/05/2015

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