



Community Action Commission
 Of Santa Barbara County
 5638 Hollister Avenue, Suite 230
 Goleta, CA 93117-3475
<http://www.cacsb.com>

CAREER OPPORTUNITIES

Date: March 17, 2015
 For Applications Call: Human Resources
 (805) 964-8857 ext. 116

PLEASE POST

POSITION	Program	Location	EMPLOYMENT STANDARDS
CASE MANAGER (2 positions open)	Healthy Start	Guadalupe	2 Full-time positions, with benefits in Guadalupe. Provides case management services to youth and family in development of natural support system. Including: client assessment, monitoring of client progress, crisis intervention, and community referrals. REQ: Bachelor's Degree in Psychology, Sociology, Social Work, Human Services, Human Development or other behavior sciences field and one year of experience in social services setting such as working directly with children, families and young adults, or in a case management, mental health or family services agency. Demonstrate successful performance as Case Manager, up to two years equivalent education may be substituted for related experience on a year-for-year basis. Strong computer knowledge required. Current valid CDL with ability to qualify for coverage under Agency insurance plan. Bilingual (English/Spanish) required. Open until filled.
CASEMANAGER/ EDUCATOR, CAL GRIP PROGRAM (California Gang Reduction Intervention Prevention)	FYS	Santa Barbara	2 Full-time, with benefits working in Santa Barbara. Coordinate all efforts associated with the Cal GRIP (California Gang Reduction Intervention Prevention) Program in South Santa Barbara County serving vulnerable and at-risk youth ages 14-21. Efforts will focus on program development, report writing, quality assurance, training of staff, tracking of grant outcomes and evaluation, evidence based curriculum monitoring and community liaison for community partnerships. Case management to a small caseload of youth and their family to develop of natural support system. Case management services include: client assessment, monitoring of client progress, crisis intervention, and community referrals. Components of the program are development of and linkage to community resources; i.e. education, treatment providers, work programs and employers, housing, social/recreation, community mentors, legal, etc. REQ: Bachelor's Degree in Psychology, Sociology, Social Work, Human Services, Human Development or other behavior sciences field and one year of experience in a social services setting such as working directly with children, families and young adults, or in a case management, mental health or family services agency. Up to two years equivalent education may be substituted for related experience on a year-for-year basis. Bilingual (English/Spanish) required. Open until filled.
CASEMANAGER/ EDUCATOR, TAPP PROGRAM (TEENAGE PREGNANCY & PARENTING PROGRAM)	FYS	Santa Maria	Full-time, with benefits working in Santa Maria area. Provides case management services to pregnant and parenting female teens and their children. Case management services include: client assessment, monitoring of client progress, goal setting and community referrals. Components of the program are healthy pregnancy, completion of high school education, parenting skills, child development, health and nutrition. Requires: Bachelor's Degree in Psychology, Sociology, Social Work, Human Services, Human Development or other behavior sciences field and one year of experience in a social services setting such as working directly with children, families and young adults, or in a case management, mental health or family services agency. Up to two years equivalent education may be substituted for related experience on a year-for-year basis. Must have strong knowledge of Internet/Spreadsheet/Word Processing software. Valid CDL with ability to qualify for coverage under Agency insurance plan. Ability to speak Spanish required. Open until filled.
DIRECTOR, CHILDREN'S SERVICES	CS	Santa Barbara	Full-time position, with benefits. Located in Santa Barbara area with Countywide travel required. The Director ensures that the overall objectives of the Early Head Start, Head Start and State of California's Child Development programs are met through ensuring that management functions are properly carried out and that all program activities are operating in accordance with established regulations. The candidate we seek is an enthusiastic and successful leader with proven management skills and expertise in early childhood development and family partnerships. REQ: Bachelor's degree in early childhood education or a related field and possess (or obtain within one year) an Early Childhood Development Program Director Permit. At least five (5) years management/leadership experience in programs of similar size and complexity as that operated by Community Action Commission. Open until filled.



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FAMILY SERVICE ASSISTANT	CS	Santa Maria	Part-time position (32 hrs/week) with benefits serving Santa Maria area. Responsible for recruitment of children, parent orientation, referral of parents to community resources and local social services agencies and updating children's health records. Maintains child/family files and reference records. Supports families in the development of family goals and ongoing support in completing their goals through family partnership agreements. REQ: Equivalent to graduation from high school; and one year of experience as a volunteer or paid employee providing direct services to low income children and families of diverse cultural backgrounds or twelve units of college-level course work in Child Development/Social Work or related field and experience in client casework and/or client eligibility work in a social services setting. Family Services Worker Level I certificate desirable. Strong computer knowledge. Valid California Driver's license and appropriate insurance per Agency requirements. Must have reliable transportation with an acceptable driving record as determined by agency. Bilingual (English/Spanish) required. Must occasionally lift and/or move up to 50 pounds. Open until filled.
MEAL DELIVERY DRIVER	NS	Santa Barbara	Part-time (35 hours/wk) with benefits in Santa Barbara. Assists in preparing and packaging baked goods, starches, salads, and desserts in large quantities, and/or delivers bulk food to senior or children center sites. Maintains and organizes all required paperwork on a daily basis. Wash dishes, clean work area, equipment, utensils, dishes and silverware. Maintains kitchen work areas, sweep and scrub floors and performs comparable related duties as required. REQ: High School Diploma or General Education Degree and valid CA Drivers' License and an excellent driving record DMV printout required. Minimum six (6) months restaurant/hotel experience in food services preferred. Must be able to do moderate to heavy lifting unassisted 50 lbs. Open until filled.
TEACHER, ASSOCIATE	CS	Lompoc	Substitute position with no benefits, located in Lompoc area. Assist in education of preschool children ages 3-5 in Head Start program. REQ: a minimum of 12 ECE units (including core units) and minimum 6 months experience. Basic computer knowledge. Ability to lift and/or move up to 40 lbs. Unofficial copies of transcripts required with application. Open until filled.
TEACHER (Full-time & substitute positions available)	CS	Santa Barbara Lompoc	Full-time, with benefits available in Santa Barbara and substitute position with no benefits, located in Santa Barbara and Lompoc areas. Develop weekly lesson plans for preschool children, develops/ maintains safe and positive classroom climate, and an intentional learning environment; REQ: Associate Degree in ECE/CD or related field and eligible for a "Child Dev Teacher Permit" or higher from CA Commission on Teacher Credential. With 3 semester units in supervised field experience. Knowledge of Internet/Word Processing software. Lift and/ or move up to 40 lbs. Unofficial copy of transcripts must be submitted with application. Open until filled.
TRANSPORTATION/ VISITATION AIDE	FYS	Santa Maria	Part-time (30 hrs/wk), with benefits available in Santa Maria. Provide transportation and supervision of foster youth during weekends, holidays and normal business hours (Hours of work are adjusted to meet workload requirements). Monitor behaviors and document concerns and comments. REQ: High School Diploma and one year general clerical experience and understanding of basic computer office applications required. Experience transporting passengers and working with children/youth desirable. Valid CA Driver's License with ability to qualify for coverage under Agency insurance plan required. Must have reliable transportation with an acceptable driving record as determined by agency. Open until filled.

Program legend: * CN = Central * CS = Children's Services * ES = Environmental Services * FYS = Family Youth Services * NS = Nutrition Services * HS = Healthy Start