



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

# CAREER OPPORTUNITIES

Date: August 28, 2015  
 For Applications Call: Human Resources  
 (805) 964-8857 ext. 116

**PLEASE POST**

POSITION	Program	Location	EMPLOYMENT STANDARDS
ASSOCIATE TEACHER	CS	Santa Barbara, Goleta, Carpinteria	Full-time, benefits in Santa Barbara Area. Assist in education of preschool children ages 3-5 in Head Start program. REQ: min 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. <i>Open until filled.</i>
CASE MANAGER/ EDUCATOR  (CAL GRIP PROGRAM)	FYS	Santa Barbara	Full-time, temporary in Santa Barbara area. 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 required. <i>Open until filled.</i>
CASE MANAGER/ EDUCATOR  YOUTH OFFENDER PROGRAM (2 positions open)	FYS	Santa Barbara Lompoc	Full-time, benefits in Santa Barbara and a part-time temporary position in Lompoc. Provide case management services to youth and family in development of natural support system. Includes: client assessment, monitoring of client progress, crisis intervention, and community referrals. REQ: Associates Degree in Psychology, Sociology, Social Work, Human Services, Human Develop 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. Up to two yrs equivalent education may be substituted for related experience on year-for-year basis. Knowledge of Internet/Spreadsheet/Word Processing software. Valid CA Driver's License with ability to qualify for coverage under Agency insurance plan and reliable transportation required. Bilingual (Eng/Spa) and knowledge of counseling and communicating with young adults and families preferred. <i>Open until filled.</i>
CHIEF FINANCIAL OFFICER	CN	Goleta	Full-time, benefits in Goleta. Responsible for all financial operations of the Agency including accounting, compliance, tax filings, financial reporting, payroll, budgeting, audits, forecasting, internal controls, and treasury activities. Qualified candidates must have a Bachelor's degree in Accounting, Finance or a related field and a minimum of 7 years of professional accounting experience that includes gathering and evaluating financial information and making actionable recommendations to senior leadership. A CPA and/or MBA is preferred. Experience in a senior financial management role, partnering with leadership, resulting in the development and implementation of financial management strategies, is critical. Preferred candidates will have experience managing finance (accounting, budgeting, control, and reporting) for a complex nonprofit with multiple funding sources including government (federal and state) contracts. Please provide a cover letter that describes your interest in the position and salary requirements. <i>Open until filled.</i>
COOK	NS	Santa Barbara	Full-time, benefits in Santa Barbara. Coordinates and participates in preparing, cooking, and serving food to large groups of people in an institutional setting; varied cooking and prepare special diet foods. REQ: High school diploma or GED; one year experience in cooking and preparing meals in large quantities; or equivalent combination of education and experience. Knowledge of order processing systems. Food Safety Certificate required within 6 months of hire; Current CA Driver License & maintain acceptable driving record. Occasionally lift and/or move up to 50 lbs. <i>Open until filled.</i>



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POSITION	Program	Location	EMPLOYMENT STANDARDS
IT MANAGER	CN	Santa Barbara	Full-time, benefits in Goleta with Countywide travel required. Responsible for the overall planning, execution and management of IT functions which includes directing IT operations to meet customer requirements as well as the support and maintenance of existing applications and develop of new technical solutions. Directly supervises staff in assigned area of responsibility. REQ: Associates Degree or equivalent in related field and 5 yrs related experience and/or training; or equivalent combination of education and experience. Experience with networked PC based computer systems. Knowledge of the operations, inter-working, and repair of computer hardware. Knowledge of desktop and server operating systems, Microsoft Office and admin of Microsoft Exchange. Working knowledge of network and data communication protocols and technologies. Working knowledge of virtualization and cloud computing concepts and technology. VMWare exp pref. Valid CA DL Must occasionally lift and/or move up to 50 pounds. <i>Open until filled.</i>
KITCHEN SERVICE WORKER	NS	Santa Barbara	Part-time (20 hrs/wk), no benefits, Santa Barbara. Performs a variety of routine duties related to the preparation, service and delivery of food. Maintains cleanliness and sanitation of utensils, equipment and work area and performs related tasks as required. REQ: High school diploma or GED; and one year work exp and/or training; or equivalent combination of education and experience. Valid CA driver's license required. Cash register & cash handling experience highly desired. Must occasionally lift and/or move up to 50 pounds. <i>Open until filled.</i>
TEACHING, SUBSTITUTE (Preschool level)	CS	Goleta, Santa Barbara, Carpinteria, Lompoc & Santa Maria	Sub position, no benefits, located for any of our regions, Santa Barbara, Lompoc or Santa Maria area. Assist in education of preschool children ages 3-5 in Head Start program. REQ: minimum of 12 ECE units or more with minimum 6 months experience. Basic computer knowledge. Ability to lift and/or move up to 40 lbs. Unofficial copies of transcripts required with application. <i>Open until filled.</i>

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