



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

# CAREER OPPORTUNITIES

Date: May 19, 2017  
 For Applications Call: Human Resources  
 (805) 964-8857 ext. 116

**PLEASE POST**

POSITION	PROGRAM	LOCATION	EMPLOYMENT STANDARDS
ASSOCIATE TEACHER	CS	Goleta	Full-time with benefits. 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.
CAREGIVER, LEAD	CS	Goleta	Temporary, full-time. Develops plans for the experiences and care of infants and toddlers in partnership with another Caregiver. Maintains a safe and positive classroom climate, and a language rich and attention rich environment for the children; screens and assesses each child using appropriate screening/assessment tools; individualizes the educational plans for each child based on ongoing developmental assessments. REQ: Associate's degree in Early Childhood Education/Child Development or a related field and eligible for a "Child Development Teacher Permit" or higher from California Commission on Teacher Credentialing with three semester units in supervised field experience. Experience working with children with disabilities desirable; Bilingual preferred. Ability to lift and/or move up to 40 pounds.
COOK II	NS	Santa Maria	Full-time with benefits. Coordinates and participates in preparing, cooking, and serving food to large groups of people in an institutional setting; does varied cooking and prepares special diet foods by performing the following duties. REQ: High school diploma or general education degree (GED); three years of experience in cooking and preparing meals in large quantities and / or line cook experience; or equivalent combination of education and experience. Entry level computer skills. Food Safety Certificate required within six months following employment; Current California Driver's license and maintain acceptable driving record. Occasionally lift and/or move up to 50 pounds.
EXECUTIVE DIRECTOR	CN	Goleta	<p>CAC is seeking a dynamic, visionary and culturally engaged individual to serve as Executive Director. As the primary leader, strategist, and external champion, the Executive Director will be responsible for the Agency's organizational success and the fulfillment of its vision and potential. The Executive Director drives collaboration across agency programs, ensures that key performance indicators are identified in each program area, fiscally sound financial decisions are made and executed, strategy is translated into action and results, and that the organization's reputation and visibility is maintained among key stakeholders in the public, private and philanthropic sectors throughout Santa Barbara County.</p> <p>The candidate we seek is an enthusiastic and successful leader with proven management skills and expertise in the non-profit sector. The successful candidate will have:</p> <ul style="list-style-type: none"> <li>• Bachelor's degree</li> <li>• At least ten (10) years management/executive leadership work experience with increasing responsibility in a non-profit or community based organization of extensive scope and complexity</li> <li>• Five years proven experience in executive management, to include budgeting, resource development and strategic planning</li> <li>• Experience working with culturally diverse communities, clients and organizations</li> <li>• Sophisticated interpersonal communication skills to nurture and maintain key relationships with a variety of community stakeholders</li> <li>• Effective written and oral communication capability</li> <li>• Experience in a leadership role proven by the effective management of a team that is highly productive and demonstrates collaborative internal relationships</li> <li>• A passion to make a difference for vulnerable populations throughout Santa Barbara County!</li> </ul> <p>Please provide a cover letter with salary requirements.</p>



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MEAL DELIVERY DRIVER	NS	Santa Maria	Full-time, benefits serving Santa Maria area. 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/organizes all required paperwork on daily basis. Performs comparable related duties as required. REQ: High School Diploma or General Education Degree, six (6) months restaurant/hotel experience in food services preferred. Compassion/understanding for home-bound frail elderly. Valid CADL and an excellent driving record. Occasionally lift and/or move up to 50 lbs.
MENTAL HEALTH CASEWORKER/ REHABILITATION SPECIALIST (Split position)	CS/FYS	Santa Barbara area	Temporary position. Candidate will split time between two positions: <u>Mental Health Caseworker</u> : Responsible for rehabilitation and case management services through the Mental Wellness program with Children's Services Department including development of a mental health care plan that will optimize a child's capacity for success in the classroom, home environment and community. <u>Rehabilitation Specialist</u> : Responsible for performing duties required to provide and support planned, structured and therapeutic care for eligible youth and families. Performs direct service duties required to assist families in crisis by providing behavioral interventions by phone or in the client's home. REQ: Bachelor's Degree in related field and one year experience in a social services setting and/or mental health setting.
NUTRITION SITE HOST	NS	Santa Barbara Santa Maria	Part-time (15 hours) and on-call positions, no benefits working over lunch hour Monday thru Friday. Responsible for overseeing food service at a senior nutrition site. REQ: High School Diploma or GED. Previous experience in paid or volunteer capacity, working with seniors desirable. Compassion/understanding of low-income population/aging desirable.
PROGRAM MANAGER	FYS	Santa Maria	Full-time, benefits located in Santa Maria. Responsible for planning, directing, organizing and managing the Federal, State and local grants. Monitors program operations, activities, services and staff consistent with Federal and State regulations and Agency policies and procedures. Programs provide sexual and reproductive health education, services for expectant and parenting teens, and preventive services for youth. REQ: Bachelor's degree in Psychology, Counseling, Education, Health Administration or related field and a minimum of 3 years of progressively responsible management experience in health or human service program, including 2 years supervisor experience. Two years direct experience in managing government funded programs, including program and budget planning highly desired. Valid California Driver's License with ability to qualify for coverage under Agency insurance plan. Ability to speak Spanish desirable. Requires countywide travel.
REHABILITATION SPECIALIST	FYS	Santa Barbara Lompoc	Full-time, benefits in Santa Barbara and Lompoc. Provide and support planned, structured and therapeutic care for eligible youth and families. Performs direct service duties required to assist families in crisis by providing behavioral interventions by phone or in the client's home. REQ: Bachelor's degree in a field related to mental health and a minimum of one (1) year of full-time experience in a mental health setting in the areas of psycho-social functioning, social adjustment and/or vocational adjustment. Must be able to become QHMW certified within one (1) month of employment or be a licensed/waivered/registered mental health professional. Strong computer knowledge. Valid California Driver's License. Bilingual (English/Spanish) required for Santa Barbara and highly desired for Lompoc.
TEACHER	CS	Carpinteria Goleta Santa Barbara	Full-time, benefits in Goleta, Santa Barbara. 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 Development Teacher Permit" or higher from CA Commission on Teacher Credential with 3 semester units in supervised field experience. Computer knowledge. Unofficial copy of transcripts required with application. Bilingual required for the Santa Barbara position.



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TEACHER ASSISTANT	CS	Carpinteria, Goleta	Part-time (30 hrs) with benefits. Assist in education of preschool children ages 3-5 in Head Start program. REQ: minimum 6 ECE units and 6 months experience. Carpinteria position requires bilingual (English/Spanish).
TEACHING, SUBSTITUTE (Preschool level)	CS	All locations	Sub position, no benefits, located at any of our regions, Santa Barbara, Lompoc or Santa Maria areas. 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. Unofficial copies of transcripts required with application.

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