



ATCAA Head Start Family Advocate

When we're looking for compassion, we need someone who is deeply rooted, is able to bend and, most of all, embraces us for our strengths and struggles. Brene Brown

Are you looking for a job where you can make a difference in the lives of children and their families? Do you want to work for an agency that believes in supporting staff to reach their full potential? ***If so, ATCAA Head Start could be the right place for you!***

ATCAA Early Head Start is a federally funded program for low-income families with children aged birth to 3 years and pregnant women. Head Start serves low-income families with children aged 3-5. Both programs provide a comprehensive early childhood education that enhances a child's cognitive, physical and, social-emotional growth and development. Our program fosters family engagement in all areas of a child's development and provides comprehensive resources to families in the areas of health, nutrition and community resources.

Family Advocates work at our Early Head Start and Head Start centers. Duties include: recruiting and enrolling families, assessing family needs and strengths and referring families to community resources. They maintain accurate service records for each family and input the data into a computer database. As a part of the center team, Family Advocates support all areas of family engagement.

EDUCATION/EXPERIENCE

Minimum

- Possess High School Diploma or equivalent
- Have one year of work experience in the Social Services/Human Service or related field
- Demonstrate strong computer and organizational skills
- Obtain Human Services Certificate or Equivalent Within 18 Months of Hire

Desired

- Associates or Bachelor's degree in Social Services or Human Services Field
- Spanish bi-lingual
- Knowledge of community resources

Salary/Benefits

With no degree: \$14.43 – 15.91/hour DOE

AA or BA degree: \$15.15 – 16.71/hour DOE

32 - 35 hours a week M-F depending on location

Benefits: Paid time off, paid holidays, retirement and reimbursement for education. Health Insurance is included

To apply, visit ATCAA's website www.atcaa.org for an application. Or, visit us at our Service Center at ATCAA, 427 N. Highway 49, Suite 202, Sonora, CA 95370 209.533.0361. We will need a copy of your transcript and an application. We are always accepting applications for our eligibility pool.

ATCAA is an equal opportunity employer