

WIC Help Specialist – Steuben and Yates Counties: Pro Action of Steuben and Yates, Inc. is accepting applications for the WIC Help NY Program for a WIC Help Specialist, to be based out of Steuben County.

The WIC Help Specialist is responsible for community outreach related to the Women, Infants, and Children Program (WIC) and will work to increase awareness of and participation in the WIC Program in Steuben and Yates Counties.

The successful candidate will establish and maintain collaborative community relationships and conduct presentations about the benefits of WIC at community agencies. Will submit comprehensive quarterly reports using the WIC online contract management system.

Must have strong customer service skills, good public speaking and presentation skills, be detail oriented and able to manage multiple deadlines and priorities. Must be able to learn and apply technical knowledge of the Women, Infants, and Children Program.

Computer skills and a valid driver's license meeting agency standards and reliable transportation are required.

This position requires an Associate Degree in Human Services, Social Work or a related field or a High School Diploma and minimum of 5 years of related experience. A comparable combination of education and experience may be considered.

To apply, please submit a letter of interest, resume and completed [employment application](#) to: Human Resources, Pro Action of Steuben and Yates, Inc. 117 E. Steuben St. Bath, NY 14810 or email to: Jobs@proactioninc.org EOE.