

Head Start Family Resource Advocate – Avoca and Campbell-Savona Areas

Pro Action's Head Start Program has one full time position available for a Family Resource Advocate in the Avoca and Campbell-Savona areas.

We are seeking a caring professional to work with families of enrolled children. Responsibilities include recruiting and enrolling eligible children and families, completing home visits with program participants, providing parent education and family engagement opportunities, supporting families in a goal setting process and accessing additional resources, and assisting with classroom activities as needed.

Requires at hire or within 18 months of hire, a minimum of **credential or certification in social work, human services, family services, counseling or related field. An applicable Degree or Family Development Credential is preferred.**

Excellent organizational and time management skills, along with flexibility, are required to perform this job. Must have a driver's license meeting agency standards and reliable transportation.

This is a ten-month position at 37.5 hours per week and is based on the school calendar year schedule.

To apply, send a letter of interest, resume, completed [employment application](#) and copies of unofficial transcripts to: Human Resources, Pro Action of Steuben and Yates, Inc. 117 E. Steuben St. Bath, NY 14810 or email to:

Jobs@proactioninc.org EOE.