

ANNOUNCEMENT OF FACULTY POSITION
Southern Illinois University Carbondale

SIU CARBONDALE HEAD START
(SERVING JACKSON AND WILLIAMSON COUNTIES)

POSITION: Instructor/Assistant Instructor (Family Community Partnerships Coordinator)

QUALIFICATIONS: **Bachelor's degree in Social Work or related human services field.** Two years professional experience related to community and family engagement. One year supervisory experience. Two years' experience working with disadvantaged populations.

PREFERRED: **Background and knowledge, experience and familiarity with Head Start program prefered.**

DUTIES: To ensure the program's compliance with Head Start Performance Standards in the areas of Family and Community Partnerships Services and Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA). Responsibilities include assisting the Head Start Director, supervising staff assigned to the service area, and, when appropriate, assist center directors and Head Start center staff develop, formulate, monitor, coordinate, and implement policies, activities and programs necessary to meet the Head Start program service area requirements. Major areas of responsibilities are planning, development and implementation of operational procedures for the service area, analysis of trends in the field, enrollment management, family assessments and partnership agreements, family literacy, male/fatherhood involvement, community assessment and linkages, supervision of staff, team leadership and parent and staff development.

**APPLICATION
DEADLINE:** **May 31, 2018 or until position is filled.**

**APPLICATION
PROCEDURE:** Go to <https://jobs.siu.edu> and choose **Faculty Job Postings, CO Instructor/Assistant Instructor (FCP Coordinator)** and click the "Apply for position" link at the bottom of the page. This will take you to the applicant login page where you will log in or create an account to log in and apply.

SIU Carbondale is an Affirmative Action/Equal Opportunity Employer of individuals with disabilities and protected veterans that strives to enhance its ability to develop a diverse faculty and staff, and to increase its potential to serve a diverse student population. All applications are welcomed and encouraged and will receive consideration