



POSITION OPENINGS – July 19, 2010

To apply for positions, please send a completed application (found on our home page www.mnca.net) or resume with cover letter specifying position applied for to: Human Resources, Mid, P.O. Box 2288, Kearney, NE 68848-2288. Information may also be faxed to (308) 865-5681 or emailed to ceurek@mnca.net. If you have any questions, please call (308) 865-5675 and ask for Carrie. (Please note that the application on our homepage cannot be saved with information typed in it. The application must be printed off and mailed or faxed to our Human Resources Department.)

** All successful applicants must pass a pre-employment drug test and criminal background check as required by agency policy.*

Position: Head Start Teacher Assistant – Gibbon

Applications accepted until July 26, 2010.

Responsibilities: Requires one of the following qualifications: High School Diploma with at least one year of Early Childhood experience, a CDA, AA or BA in Early Childhood or related field with 6 hours of completed Early Childhood coursework. Individual will assist the Head Start Teacher in the classroom and perform the duties of the Teacher in his/her absence. Must be a team player and model appropriate/professional behavior. **Bilingual skills preferred.**

Pay and Benefits: Starting wage is \$8.23 - \$8.43 an hour. Position is 34 hours a week for 38 weeks (August – May) or 62% FTE. Benefits include: paid holidays, benefit dollars (must be used towards one or more of the four options available from the agency), PTO, short term disability insurance, and Employee Assistance Program.

For more information call (308) 865-5690. Ask for Sharyn.

Position: Community Services Coordinator – Lexington

Applications accepted until July 27, 2010.

Responsibilities: Individual will work directly with families and individuals providing strength based case management as well as identify needs and make referrals. Individual must possess a high level of initiative and the ability to work independently. Bachelor's degree in Social Work, Family Studies or related field preferred; previous experience in human services/case management will be considered.

Pay and Benefits: Starting annual salary is \$23,660. Position is full time. Benefits include: paid holidays, benefit dollars (must be used towards one or more of the four options available from the agency), PTO, short term disability insurance, and Employee Assistance Program. Individuals are eligible for benefits from date of hire, there is no waiting period.

For more information call (308) 865-5675. Ask for Tammy.

Position: Hitchcock County Head Start Family Educator - McCook

Applications accepted until July 27, 2010.

Responsibilities: Maintain weekly home visits and twice a month group socializations, provide assistance and support to families, and attain knowledge of community resources and enhance partnerships within the community. Minimum Requirements: High school diploma or equivalent; previous experience working with families to include family goal setting, identification and referral to community resources, and curriculum planning. Prefer degree and/or experience in Early Childhood Education or related field such as social work, health or human services. Individual must have a valid NE driver's license and good driving record as travel is required. Transportation is provided.

Pay and Benefits: Starting wage is \$9.75 an hour. Position is 40 hours a week for 43 weeks (August – mid-June), then 24 hours a week for 8 weeks (mid-June – July). Benefits include: paid holidays, benefit dollars (must be used towards one or more of the four options available from the agency), PTO, short term disability insurance, and Employee Assistance Program. Individuals are eligible for benefits from date of hire, there is no waiting period.

For more information call (308) 345-5468 and ask for Sue.
