

# Early Head Start Home Visitor, Full Time, 37.5 Hours

Worcester Community Action Council's Early Head Start Program is seeking a qualified professional for a full time (37.5 hours) open position in our Southbridge location.

## **Qualifications:**

AA in Early Childhood Education or related field preferred or equivalent experience.

Bilingual English/Spanish preferred

Ability to successfully complete a CORI review annually

## **Special Certification or Documentation:**

Evidence of negative Mantoux, required by DEEC

Mandatory physical every two years

First Aid and CPR Certificates

## **Duties and Responsibilities:**

- Assist families and facilitate child development, support parental roles and promote self-sufficiency
- Provide supportive services to expectant parents
- Referral to community services
- Screenings & Assessment
- Maintain activity log on all families and children in the program
- Strong computer skills with Microsoft office experience
- Must have physical ability to lift infants and toddlers
- Must be able to visit homes that are not handicap accessible
- Must have a valid driver's license and reliable transportation

This is a full time position with an excellent benefit package to include Blue Cross Medical & Dental, 100% paid life insurance, 403(b) retirement plan, mileage reimbursement, professional development and generous paid time off.

Send cover letter and resume specifying position to Human Resource Department, Worcester Community Action Council, Inc., 484 Main Street, 2nd Floor, Worcester, MA 01608 or [hr@wcac.net](mailto:hr@wcac.net). AA/EOE.

**Resumes must be received by October 20, 2015.**