




Post Office Box 309, Boonville, NC 27011
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To:	<ul style="list-style-type: none"> • Interested Persons • N.C. Dept. of Commerce-Workforce (ESC) • YVEDDI Service Centers • Indeed.com
From:	Kathy Payne, Executive Director Rhonda Wrenn, Head Start Director 
Date:	3-25-2020
Re:	JOB VACANCY
Position Title:	Family & Community Partnership Coordinator
Job Location:	116 Baptist Church Road Boonville, NC 27011
Work Schedule:	Generally M-F , 8:00-4:30 PM
Wage Range:	Competitive - DOE
Starting Date:	April 2020
Job Objective:	Provide leadership and coordination for the Family Community Partnership content area to include Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA), Parent Involvement, and Family Literacy, Family Engagement and School Readiness. Maintain Parent Involvement/Family Engagement strategies in order to promote parent participation within the program. Assist parents in becoming advocates for their families and providing them with resources to help them become self-sufficient while supporting school readiness goals for their child.
Education Requirements:	Minimum requirement- BS Degree in Social Work or related field or combination of education and work experience. Work experience with children and families preferred. Must have access to personal vehicle for job use. Must meet state and federal employment standards. (Regulations). Passing criminal background and drug test required.
Close Out Date	Until filled
Contact:	Qualified applicants should contact Rhonda Wrenn, Director 336-367-4993 ext. 225 rwrenn@yvheadstart.com Employment Application available for download at www.yveddi.com

Employment with YVEDDI is "at will". You or YVEDDI may end your employment with us at any time for any reason within applicable state and federal laws.