



JOB ANNOUNCEMENT

Social Work - Family Engagement Advocate

BRIEF DESCRIPTION OF DUTIES:

Higher Horizons Head Start and Early Head Start Program in Falls Church, Virginia is seeking an individual who is experienced in casework activities, preferably in an early childhood education program or with young children. Responsibilities include social service referrals, case management, monitoring progress toward family goals, and other support services. Will maintain ongoing communications with families and ensure compliance with federal Head Start Program Performance Standards in maintaining comprehensive services and child records. **Bilingual Spanish is preferred.**

QUALIFICATION REQUIREMENTS:

- AA or above in Social Work, Human Services or related field
- At least two years of successful experience in case management with children and families
- FBI & VA Fingerprints (pre-employment) and Child Abuse Registry Check/s will be conducted
- Must communicate effectively in verbal and written form (correct grammar, spelling, punctuation)
- Previous experience with Head Start or Early Head Start programs a plus!

SALARY AND BENEFITS:

- \$38,000 - \$42,000 Annual Salary (commensurate with related education and experience)
- 12 Paid Holidays, 13 Paid Vacation days, 13 Paid Sick days (per year)
- Group Health Insurance (Care First Healthy Blue – Open Access)
- Group Dental Insurance (Humana)
- Group Vision Insurance (Eye-Med)
- Free Short & Long-Term Disability (The Hartford)
- Free Life Insurance (Humana)
- Employee Assistance Program-EAP (The Hartford)
- Eligible for 403(b) Mass Mutual Retirement Plan after 6 months of successful employment

CLOSING DATE:

Tuesday, May 28, 2019 or Until Filled

APPLICATION INSTRUCTIONS:

- Fax cover letter and resume to (703) 820-1578 OR
- Email cover letter and resume to hr@higherhorizons.org OR
- Mail cover letter and resume to:
Higher Horizons DCC, Inc.
ATTN: HR Dept.
5920-B Summers Lane
Falls Church, VA 22041-1634



HIGHER HORIZONS DAY CARE CENTER, INC.

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