



**HEAD START  
SITE COORDINATOR  
(Part-Year)  
(Open Until Filled)**

Families First of Minnesota has an opening for a **Site Coordinator (part-year, full-time)** in its 2018-2019 Olmsted County Head Start Program. This position is responsible for assigned coordination activities and oversees and supervises staff assigned to specific Head Start Centers in compliance with agency and program policies and procedures and pursuant to the Head Start Performance Standards, MN Rule 3, and CACFP requirements and curriculum.

The ideal candidate will have a Bachelor's degree (B.A.) or Associate's degree (A.A.) in Education, or related field, or a combined equivalent of education, experience and/or training. Knowledge of Head Start Performance Standards is helpful as well as supervisory experience and experience working with families from diverse and low-income populations. Candidate must have Head Start teacher qualifications. The ideal candidate will have excellent communication and organizational skills and be a team player who supports the Head Start philosophy in partnering with families and supporting staff. Head Start and Families First of Minnesota also offers continuing education opportunities for individuals seeking to obtain their Associate's or Bachelor's degree in the Early Education field.

If you or someone you know is interested in applying for this position, please visit our website at <http://familiesfirst.iapplicants.com/>.

Position will remain open until filled. Families First of Minnesota is committed to creating a multi-cultural, bias-free agency.