

Family/Community Services Coordinator

Salary Range:\$19.53 To 22.79 Annually

Family Community Services Coordinator

ABCD has provided services to migrant, seasonal, and local farm workers' children as well as other urban and rural low-income families since 1946. As a non-profit provider of comprehensive child development services for infants, toddlers, and preschoolers, the agency serves on average over 1,200 children in nineteen rural New York State counties.

<https://www.abcdny.org/services>

ABCD is a community of dedicated individuals. As early education leaders, who continually work to make strong, lasting, positive impact on children. At ABCD you will find a dynamic environment and diverse culture that is friendly, welcoming, and collaborative.

ABCD has a current and immediate opening for a fulltime **Family Community Services Coordinator** .

General role:

Under the direction of the Center Director is responsible for the on-going recruitment and enrollment of center children and for the implementation of Social Services and Parent Involvement areas of the program.

Education / Experience / Employment Requirements:

- High School Diploma or GED and Family Development Credential or a plan obtaining Family Development Credential within 18 months of hire date
- Ability to work evenings and weekends
- Valid driver's license and the ability to travel independently to meetings, trainings; some overnight travel
- Spanish/English ability preferred
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- **Benefits:**

- Employees are immediately eligible for paid holidays
- Two weeks of PTO per year; increasing with longevity
- Featuring a positive, supportive work environment
- Discounts on childcare for employees
- Offering a 403B retirement plan and matching after 1 year of service
- Offering health, dental, vision, life, and various supplemental insurance choices
- Education assistance and tuition reimbursement for eligible staff