



**ACADIA PARISH SCHOOL BOARD
HEAD START PROGRAM**



POSITION AVAILABLE

FAMILY ADVOCATE

AP Ross Head Start Center – Crowley, Louisiana

SALARY: \$18,237.50 (\$14.59 hr @ 1250 hrs)

- QUALIFICATIONS:**
- Credential or certification in Social Work, Human Services, Family Services, Counseling or a related field
 - 12.0 on TABE or standardized achievement test administered by a certified agency/ institution;
 - Possess clerical and records management skills to be demonstrated on a proficiency assessment test;
 - Possess a working knowledge of web-based applications and database administration;
 - Possess a working knowledge of word processing software (i.e., MSWord, Excel) as demonstrated in a proficiency assessment test;
 - Previous experience working with children and families;
 - Must be able to communicate with small children and have the patience to work with them;
 - Must exhibit pleasing personality to form a good working relationship with co-workers and parents;
 - Must be able to compile and write neat and accurate reports;
 - Must have reliable transportation to fulfill job responsibilities of home visits

TESTING: Anyone who HAS NOT tested is required to take the TABE test. You must score a 12.0 or better to qualify.

TESTING DATE:

March 22, 2024 at 8:30 a.m.

Please call Ms. Thibodeaux at (337) 783-5808 to place your name on the list for testing.

THIS WILL BE THE ONLY NOTIFICATION CONCERNING TESTING. YOU WILL NOT BE CALLED.

If you are interested and meet the above requirements, submit a letter of application and resume no later than the end of the workday on **TUESDAY, APRIL 9, 2024** to:

Gregoire Theriot
Executive Director of Personnel/ Administrative Services
Post Office Drawer 309 - Crowley, Louisiana 70527-0309

Resumes may also be emailed to: humanresources@acadia.k12.la.us