

DATE: July 11, 2017

TO: Area Newspapers

FROM: Kraig Gratke
ECFD Department Director

Robert Benes
Executive Director



Head Start Education Coordinator

Lakes and Pines Community Action Council is seeking applicants for this position which is responsible for planning, coordinating, and evaluating the education services provided to each enrolled Head Start child. This position requires a Bachelor's degree in Early Childhood Education. A Bachelor's or advanced degree with course work equivalent to a major relating to Early Childhood Education with experience teaching pre-school aged children may be considered. Must have administration experience in a supervisory capacity and the ability to work effectively with people on both an individual and group basis.

This is a full time position with competitive salary and full benefits. Benefit package includes medical, dental, life insurance, retirement with 5% match, vacation and sick leave, 12 paid holidays per year, and work mileage reimbursement at the current government rate. Lakes and Pines is able to provide education reimbursement opportunities for approved education plans.

For information, job description, and application contact Lakes and Pines C.A.C., Inc., an Equal Opportunity Employer, 1700 Maple Avenue East, Mora, MN 55051-1227; (320) 679-1800 x138 or www.lakesandpines.org. Reasonable accommodations made upon request. Minorities, women, people with disabilities and veterans are encouraged to apply. All applicants are required to complete an agency application. Application deadline is July 28, 2017, at 4:00 p.m.