



NOTICE OF JOB OPENING

Department Name:	Youth Services Bureau – Binkley House Emergency Youth Shelter
Position Title:	Community Education & Training Coordinator – Full Time
Position Summary:	<ul style="list-style-type: none">• Assists with developing and implementing programs and plans consistent with Youth Service Bureau goals and objectives established by the Board of Judges.• Serves as the primary trainer to all YSB staff in the following areas: Crisis Prevention Intervention, CPR/1st Aid/AED training, Universal Precautions, and general obligations of various program contract delivery for direct care workers.• Maintains a cooperative working relationship with representatives of community-based and other agencies and service providers and promotes awareness of facility activities, goals, and needs to the general public.• Assures department compliance with all accrediting and licensing requirements in relation to personnel charts and training needs of YSB staff, meeting with licensing officials, assisting licensing officials during inspection and correcting instances of non-compliance in this area.• Provide for the training, and related evaluation of staff in accordance with fair labor standards and established county policies and procedures; responsible for the development of the annual training calendar.• Other duties as assigned.
Qualifications:	Must be at least 25 years of age. Master's degree in social, business or related professional area from an accredited college/university and two (2) years of experience in the management or supervision of child care personnel and programs <u>OR</u> a Bachelor degree in social work or a human service area of study from an accredited school and four (4) years of experience in the management or supervision of child care personnel and programs. (Exceptions to educational requirements must comply with facility licensure and service standard requirements.) Prior experience with at-risk youth strongly preferred.
Salary:	\$41,675 starting salary, 40 hours per week, exempt
Deadline for Application:	Friday, January 9th, 2015 at 9:00 AM
	Mark DeLaney

Submit Resume and References to:	Youth Services Bureau of Monroe County 615 S. Adams Street Bloomington, IN 47403 mdelaney@co.monroe.in.us
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