

Tri-County Virginia O.I.C. Apple Country Head Start

444 Shady Elm Road
Winchester, VA 22602
540-869-1558
540-869-5583 Fax



JOB POSTINGS

Tri-County Virginia, OIC is seeking the following positions to join our Apple Country Head Start program that serves children ages 3-5 in Clarke County, Frederick County and Winchester City.

Health & Nutrition Coordinator

Position Summary: The Health & Nutrition Coordinator provides management and coordinator of health, dental health, mental health, nutrition, and safe environment services for Apple Country Head Start through oversight, leadership and direction. This person works in collaboration with other coordinators, other managers, and the Director for the delivery of all services. The Health & Nutrition Coordinator is responsible for compliance with Head Start Performance Standards, as well as other applicable local and State laws/regulations. This person is responsible for the supervision, coaching, and training of nutrition personnel and coaching and training of health personnel.

Qualifications: Child and family services management staff qualification requirements include family, health, and disabilities management. A program must ensure staff responsible for management and oversight of family services, health services, and services to children with disabilities hired after November 7, 2016, have, at a minimum, a baccalaureate degree, preferably related to one or more of the disciplines they oversee. (HSPPS October 2017) Advanced degree preferred. Supervisory experience in a human services organization or program is preferred. The applicant must demonstrate effective communication, interpersonal and computer skills.

The Health & Nutrition Coordinator must have transportation means for his/her duties involving travel.

All applicants are required to submit an application (that is found on www.acheadstart.org), a letter of intent, educational transcripts, and three references. All applicants must pass criminal background checks, and have no prior convictions.

Mail to:

Apple Country Head Start
Attn: Admin. Assistant
444 Shady Elm Road
Winchester, VA 22602

Deadline for Submission: Open until Filled

Apple Country Head Start is an equal opportunity employer.