



BIG FIVE COMMUNITY SERVICES, INC.

PUBLIC NOTICE

JOB OPENING

TO: ALL EMPLOYEES AND THE GENERAL PUBLIC
FROM: KEVIN STINSON, HUMAN RESOURCES DIRECTOR
SUBJECT: OPEN JOB-POST IN ALL OFFICES AND CENTERS IN YOUR AREA
DATE: 6/15/2020

PROGRAM: Head Start **POSITION(S):** Mental Health/Disabilities Specialist

LOCATION: Northwest Area

JOB SUMMARY: Responsible for coordination of diagnosis, referral and follow-up of children exhibiting disabilities. Responsible for monitoring the progress of children diagnosed with disabilities under the mental health portion of the health plan. Serves on the Head Start Management Team.

QUALIFICATIONS: Must possess a degree from an accredited institution of higher learning in one of the following fields: Special Education; Psychology; Speech and Hearing; Physical Therapy; Social Work; or Nursing. Must exhibit proven ability to relate to parents when discussing children with disabilities, and the proven ability to relate to professional care givers in the various disciplines associated with mental health and physical disabilities. Excellent communication skills, working knowledge of available community resources and Head Start program components. Pre-employment drug testing and DHS Criminal Background Review required. Valid Oklahoma Driver's License and proof of auto insurance.

CLOSING DATE: Open Until Filled

APPLY ONLINE AT: www.bigfive.org

SUBMIT APPLICATIONS TO: Big Five 1502 N. 1st Ave, Durant, OK 74701
Please submit credentials with application

**BIG FIVE COMMUNITY SERVICES, INC. IS AN EQUAL OPPORTUNITY
EMPLOYER/AFFIRMATIVE ACTION EMPLOYER**