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## **Director of Community Services**

Community Action Council for Lexington-Fayette, Bourbon, Harrison and Nicholas Counties is currently accepting applications for the position of Director of Community Services. This position is accountable to the Executive Director and collaborates and consults with the Director of Child Development, the Chief Financial Officer, the Director of Human Resources and the Director of Planning, Communications and Advancement in the conduct of his/her duties and responsibilities. This position has general responsibility for oversight and support of the community centers, ensuring compliance, ensuring the quality of their operations is consistent with the Council's standards and expectations, and responsiveness to the needs of their neighborhoods and communities. He/she is responsible for ensuring the establishment and measurement of outcomes for his/her operations and the assigned personnel. This position serves as a member of the Strategic Leadership. The standard operation hours are 8:30 a.m. – 5:00 p.m.; however, must be flexible to meet program needs.

**Qualifications:** Master's degree in community development or sociology is highly preferred. Persons without the preferred master's degree must demonstrate substantial experience and capabilities in developing responsive community-level service delivery and systems and the successful implementation of same. Bachelor's degree in the human or behavioral sciences is required. A minimum of five (5) years of progressively responsible experience in the development of planning and reporting systems is required. Five (5) years of experience in human services delivery at the community level is required. Prior experience in a community action agency is desired. Must demonstrate excellent business English writing skills. Excellent oral and written communications skills is required. Bilingual in English and Spanish is desired. Must obtain the Certified Community Action Professional (CCAP) credential within five years of appointment. Must have a valid Kentucky driver's license and be insurable under the Council's automobile insurance coverage.

Salary: \$75,919.97 - \$83,511.97 (plus excellent benefits)  
10% salary differential for bilingual applicants (English/Spanish)

Closing Date: July 13, 2018

Applications may be obtained at any agency office or by writing or calling or via internet: Community Action Council, P.O. Box 11610, Lexington, Kentucky 40576; (859) 233-4600 or 1-800-244-2275; <http://cacsq/EpicorHCM> for internal employees; and [www.commaction.org](http://www.commaction.org) for external applicants and click on jobs to access all job vacancies.

**Mission Critical position – 30 day notice required**

**COMMUNITY ACTION COUNCIL IS AN EQUAL  
OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**