

STARK COUNTY EDUCATIONAL SERVICE CENTER
JOB POSTING

- Position: **Early Intervention Service Coordinator (Carroll County)**
- Employer: Stark County Educational Service Center
- Responsible to: Director, EI & HV and Supervisor, EI
- Salary: Based on experience
Part time, contracted position with flexible hours
Paid holidays and vacation days
- Minimum Qualifications:
- Associates degree in a field relating to Early Childhood, Social Work, or Nursing
 - At least two years' experience working with families
 - At least two years' experience working with children ages birth to three
 - Experience using child development assessment tools
 - Knowledge of community resources
 - Data entry experience
- Preferred Qualifications:
- At least one-year Early Intervention service coordination experience
 - Home visiting experience
- Expectation: To work in partnership with the County Board of Developmental Disabilities to provide Service Coordination for Early Intervention services for eligible children and families. Duties of the Service Coordinator include: service coordination to assist the family to gain access to early intervention services; assurance of parents' rights; participation and cooperation within the county Early Intervention Teams; coordination of the evaluation and/or assessment of the child and family; complete family assessment of the child and family's routine and needs; facilitation and participation in the development, implementation, and review of IFSP meetings; coordination, facilitation, documentation and monitoring the delivery of EI services as indicated on the IFSP; coordination and completion of the child outcomes summary; facilitation of the transition plan from EI to preschool services; and advocate for the child and family.

Interested applicants should apply at <https://starkcountyesc.tedk12.com/hire/index.aspx> by creating a log in account, review the job posting, complete the employment application, and upload required documents (letter of interest, resume, copies of official university transcripts, and if applicable copies of all ODE/ODH license(s)/certificates). For any questions, please contact:

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Director, Early Intervention and Home Visiting
Stark County Educational Service Center
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