



POSITION OPENINGS – February 16, 2017

To apply for positions, please send a completed application (found on the homepage of our website, www.communityactionmidne.com) to: Community Action Partnership of Mid-NE, Human Resources, P.O. Box 2288, Kearney, NE 68848-2288. Applications may also be picked up or dropped off at 16 W 11th Street, Kearney, NE. Applications can also be submitted by fax or email. Fax to (308) 865-5681 or email ceurek@mnca.net. If you have any questions regarding the submission of an application, please call (308) 865-5675 and ask for Carrie. **Please note that if you would like to submit the application from our website by clicking the submit button, you must use Internet Explorer as your browser. Other internet browsers will not work. An email confirmation from ceurek@mnca.net will be sent if your application was successfully submitted and received.** The confirmation email may take a few hours; if you have not received anything after 24 hours, please contact HR.

*** All successful applicants must pass a pre-employment drug test and criminal background check as required by agency policy.**

Position: Head Start Teacher – Ogallala (Full-Time, Part-Year)

Applications accepted until close of business on February 17, 2017.

Responsibilities: Individual will *prepare and implement weekly lesson plans* and educational activities. Individual must have an AA in Early Childhood or a related field – working toward a BA in Early Childhood. If individual has a BA in a related field, they must have 6 hours of EC coursework or be willing to work towards 6 hours of EC coursework. *Must be a team player and model appropriate/professional behavior.*

Pay and Benefits: Starting wage is \$12.39-\$13.61 an hour. Position is full-time, 40 hours a week for 39 weeks (August-May). Benefits include: benefit dollars (\$400/month - must be used towards one or more of the four options available from the agency which are BCBS group health insurance, group dental, retirement plan, and term life insurance), paid holidays, PTO, short term disability insurance, and Employee Assistance Program. Individuals are eligible for benefits from date of hire, there is no waiting period.

For more information call (308) 865-5690. Ask for Sarah.

Position: WIC Registered Dietitian – Lexington

Applications accepted until February 22, 2017.

Responsibilities: If you are looking to **truly make a difference** in the *lives of others*, this is the job for you! Primary duties include counseling, promoting health, breastfeeding and nutrition, determining nutritional risks, prescribing supplemental foods, providing health education and care management to individuals and families who are members of vulnerable population and high risk groups, along with community outreach. **No LATE EVENINGS, WEEKENDS, or HOLIDAYS!** May require some occasional travel, transportation is provided. Applicant must have a Bachelor's degree in Dietetics, Nutritional Sciences, Community Nutrition or related field from an accredited college or university. Registered Dietitian preferred. Bilingual considered a plus. Applicants must have excellent oral and written communication skills, the ability to provide great customer service, and be a team player as well as possess the initiative to work independently.

Pay and Benefits: Starting wage for RD is \$18.00-\$20.00 an hour, dependent on experience. Current Breastfeeding credentials (CBE, CLC, or IBCLC) a plus and will be compensated for. Full-time position is 32 hours a week and includes benefits. Benefits include: benefit dollars (\$400/month - must be used towards one or more of the four options available from the agency which are BCBS group health insurance, group dental, retirement plan, and term life insurance), paid holidays, PTO, short term disability insurance, and Employee Assistance Program. Individuals are eligible for benefits from date of hire, there is no waiting period.

For more information call (308) 865-5356. Ask for Judy.

Position: Kitchen Aide – North Platte Senior Center

Applications accepted until February 22, 2017.

Primary Responsibilities:

1. Responsible for **general cleaning/housekeeping** for the Center.
2. Ensure *maintenance* of all *kitchen equipment* and **daily** kitchen and dining area **clean up**.
3. Assist in daily meal preparation for the Center as needed.

Tasks and Duties:

1. Assist on serving line, as needed.
2. Assist in daily meal preparation as needed.
3. Clean kitchen area, dining area, and store room area.
4. Clean all utensils, cooking vessels, and serving equipment.

Pay and Benefits: Starting wage is \$9.50 an hour. Position is full-time, 40 hours a week and includes benefits. Benefits include: benefit dollars (\$400/month - must be used towards one or more of the four options available from the agency which are BCBS group health insurance, group dental, retirement plan, and term life insurance), paid holidays, PTO, short term disability insurance, and Employee Assistance Program. Individuals are eligible for benefits from date of hire, there is no waiting period.

For more information call (308) 532-6544. Ask for Shawna.

Position: Head Start Teacher – Kearney (Full-Time, Part-Year)

Applications accepted until close of business on February 28, 2017.

Responsibilities: Individual will *prepare and implement weekly lesson plans* and educational activities. Individual must have an AA in Early Childhood or a related field – working toward a BA in Early Childhood. If individual has a BA in a related field, they must have 6 hours of EC coursework or be willing to work towards 6 hours of EC coursework. *Must be a team player and model appropriate/professional behavior.*

Pay and Benefits: Starting wage is \$12.39-\$13.61 an hour. Position is full-time, 40 hours a week for 42 weeks (August-May). Benefits include: benefit dollars (\$400/month - must be used towards one or more of the four options available from the agency which are BCBS group health insurance, group dental, retirement plan, and term life insurance), paid holidays, PTO, short term disability insurance, and Employee Assistance Program. Individuals are eligible for benefits from date of hire, there is no waiting period.

For more information call (308) 865-5690. Ask for Sharyn.

Position: Substitute RYDE Drivers –Hastings

Applications accepted until positions filled.

Responsibilities: Individual must have a valid Nebraska Driver's License and a *good driving record*. Applicants must have excellent written and oral communication skills and **enjoy working with the public**. All drivers are subject to federal guidelines related to background checks (including fingerprint) and drug/alcohol testing.

Pay and Benefits: Starting wage is \$10.00 an hour. Substitutes are on an as needed basis, with no regularly scheduled hours. Benefits are not available for these positions.

For more information call (402) 463-5681 and ask for Karin.

Position: Substitute RYDE Drivers –Lexington

Applications accepted until positions filled.

Responsibilities: Individual must have a valid Nebraska Driver's License and a *good driving record*. Applicants must have excellent written and oral communication skills and **enjoy working with the public**. All drivers are subject to federal guidelines related to background checks (including fingerprint) and drug/alcohol testing.

Pay and Benefits: Starting wage is \$10.00 an hour. Substitutes are on an as needed basis, with no regularly scheduled hours. Benefits are not available for these positions.

For more information call (308) 865-5677 and ask for Charles or Mitch.
