



Schoharie County

Community Action Program, Inc.

Building stronger, healthier communities and empowering families that experience economic and social challenges through strategic partnerships, education, services, and compassion.

JOIN OUR TEAM

We Are Hiring!

Community Engagement Director

Full-Time with Benefits

- Responsibilities:** Oversee the Community Engagement Department and assist with activities which include welcoming of stakeholders, marketing, outreach, social media platforms, community assessment, and more!
- Education & Experience:** Bachelor's degree in human services, social work or related field, with at least 2 years of administrative or supervisory experience; or Associate's degree with 4 years administrative or supervisory experience. Marketing, outreach, or research activity, data analysis, and public speaking experience required.
- Other:** Applicant must have strong verbal, communication, and written skills, be highly organized with attention to detail, and a strong working knowledge of social media platforms. Proficient in Microsoft Office products and proofing skills. A valid New York State driver's license and reliable transportation is required.
- Benefits:** Full-time positions are eligible for a benefits package, including a 34-hour, 4-day work week; generous paid vacation and sick leave; employer-paid life insurance; employer health insurance contribution; and more!
- To Apply:** Submit cover letter, resume, and references postmarked or delivered by **October 28, 2021** to:

Schoharie County Community Action Program, Inc.

Attn: Justina Farris

795 East Main Street, Suite 5

Cobleskill, NY 12043

jfarris@sccapinc.org

Schoharie County Community Action Program, Inc. is a private non-profit, and *not* a government agency.

AA/EOE