

CommUnify

We offer the following benefits to our regular employees working 30 or more hours a week:

*Medical Insurance
Dental Insurance
Vision Insurance
Life Insurance*

To all our regular employees we offer:

*Vacation
Sick Leave
Personal Days
Paid Holidays
403(b) Retirement Plan*

*Come join the largest social services
non-profit in
Santa Barbara County!*



SCAN ME



CommUnify
A Community Action Agency.

JOB OPENINGS

Serving the following areas:

Carpinteria, Santa Barbara, Goleta, Lompoc,
Santa Maria, Guadalupe & Cuyama

Mission Statement

We provide education and supportive services in partnership with the community so Santa Barbara County residents can improve their economic security, become self-sufficient, and retain their dignity.

*Human Resources Location:
5638 Hollister Avenue, Suite 100
Goleta, CA 93117
(805) 964-8857 x #1116
www.CommUnifySB.org
Dianna Reveles, Recruiter
dreveles@CommUnifySB.org*

CHILDREN'S SERVICES PROGRAM

Site Supervisor: Santa Barbara

Responsible for all aspects of the day-to-day operations at a site, including supervision, monitoring and evaluation of staff, curriculum, record keeping, family and community partnerships, orders educational supplies and material within budget and implementation of program performance standards, policies and procedures. **Supervises:** 2 to 15 employees in a Child Development Center. Carries out supervisory responsibilities in accordance with the Agency's policies and applicable laws. **REQ:** BA degree in ECE or BA with twelve ECE units, including core courses and three units of supervised field experience in ECE and two years related experience in a child development program and CD Site Supervisor permit or higher from CA Commission on Teacher Credentialing. Strong computer skills. Valid CA Driver's License required. (FT w/benefits)

Teachers, Head Start/Early Head Start: Goleta, Santa Barbara, Carpinteria

Committed. Passionate. Caring. Skilled. These qualities define the effective early childhood educators at CommUnify. Our teachers make a daily difference in the lives of infants, toddlers, and preschool aged children. Regular Full-time positions with benefits & Substitute positions open in all locations: Santa Barbara, Goleta, Carpinteria, Lompoc, Santa Maria, Guadalupe & Cuyama. We work with your schedule!

Cook: Santa Barbara, Goleta, Santa Maria, Lompoc

Prepares and serves nutritious hot meals appropriate for children, parents and staff in Children's Services Program preparing approximately 80-120 meals/day. **REQ:** High School Diploma or GED preferred. Two years' experience as kitchen helper or comparable experience in food preparation for groups OR equivalent combination of education and experience. Valid CA Driver's License required. (FT & PT w/benefits & On-call positions)

FISCAL DEPARTMENT

General Ledger Specialist: Goleta

Under the direction of the Accounting Manager and using the principles of accounting, the General Ledger Specialist will analyze financial information and prepare financial reports, including the maintenance, reconciliation, and verification of financial records. The General Ledger Specialist will also assist with developing accounting processes and implementing accounting systems. **REQ:** Associates degree (A.A.) and four or more years of related experience or equivalent combination of education and experience. Strong computer skills with knowledge of accounting software. Valid CA Driver's License required. (FT w/benefits)

Accounting Manager: Goleta

Responsible for overseeing day-to-day fiscal operations of a work unit or a group of accounting functions; supervises and performs the most complex accounting duties, including purchasing, accounts payable, cost accounting, payroll administration, year-end audit, cash management, and accounting. **Supervises:** Directly supervises a work unit or a group of employees in the Fiscal department. **REQ:** BA from four-year college or university; six years related experience and/or training; or equivalent combination of education and experience and two years supervisory or administrative experience. Strong computer skills with knowledge of accounting software; Valid CA Driver's License required. CPA license highly desirable. (FT w/benefits)

FAMILY & YOUTH SERVICES PROGRAM

Program Manager (South Coast Youth Safety Partnership): Santa Barbara

We are seeking a skilled and energetic relationship builder who wants to have a lasting impact on Youth Safety and wellbeing in Goleta, Carpinteria, Santa Barbara, and unincorporated areas of southern Santa Barbara County (including Isla Vista). Qualified candidates will have a passion and experience working with law enforcement, educators, mental health professionals, elected officials, and families and youth. Our community is seeking someone who is talented in community collaboration and passionate about youth safety. Will serve as the lead staff, implementing policy decisions and outcomes of the Policy Team, Strategy Team, and Community Engagement Team of the South Coast Task Youth Safety Partnership. **REQ:** BA Degree in Human or Social Services, Social Work, or a related field and minimum of three (3) years of related experience, or equivalent combination of education and experience. Knowledge of the operations, services, and activities of a youth gang program, neighborhood services and social programs is required. Two (2) years direct experience in managing government funded programs, including program and budget planning is highly desired. Strong computer skills. Valid CA Driver's License required. Bilingual (English/Spanish) required. (FT w/benefits)

Case Manager, Los Compadres: Carpinteria, Lompoc, Santa Maria

Seeking applicants who are motivated to support youth involved in the justice system in Carpinteria. Your role will be to help them build their resiliency, develop values, reinforce culture, traditions, and build relationships as a foundation for their future. If the idea of mentoring youth (ages 12-21) by helping them make positive live changes excites you, this job is for you. If you are enriched by working with youth in groups and helping them build their community and challenge themselves to improve their lives, you will thrive in this role. **REQ:** Bachelor's Degree in Psychology, Sociology, Social Work, Human Services, Human Development, or other behavior sciences field and two (2) years of experience in a social service setting such as working directly with children, families and young adults, or in a case management, mental health or family services agency. Strong Computer Skills. Valid CA Driver's License required. Bilingual (English/Spanish) preferred. Knowledge of counseling and communicating with young adults and families preferred. (FT w/benefits)

CENTRAL ADMIN

Talent Development Associate: Goleta

Responsible for the management of CommUnify's Learning Academy, including training development and coordination, to cultivate a learning culture within the agency. **REQ:** Bachelor's degree in related field and minimum two years' experience in learning and development, training, marketing or similar role or equivalent combination of education and experience. Strong computer skills with ability to construct and produce reports, use mail merges and advanced functions. Valid CA Driver License required. (PT, 20hrs/wk, no benefits)

Please note: CommUnify has a mandatory COVID-19 Vaccination Policy.