



Job Title:	Local Resource Coordinator	FLSA:	Non- Exempt
Department/Group:	Children's Services	Reports To:	Vice President Children's Service
Location:	Maysville	Travel Required:	Yes
Position Type:	Part-time		
HR Contact:	Mary Breeze	Date posted:	
Will Train Applicant(s):	Yes	Posting Expires:	-----
Job Description: Develop programs and resources, and collaborating with other service partners to serve children, families, and communities.			
Applications Accepted By:			
Drop off at Comprehend Office 611 Forest Avenue Maysville KY, 41056		Email: mbreeze@comprehendinc.org	
Job Description			
Role and Responsibilities <ul style="list-style-type: none"> • Develop a comprehensive understanding of the purpose and intent of SED Legislation, the definition of a seriously disabled child. • Remain familiar of all regulations pertaining to the KY. IMPACT Program. • Coordinates the efforts to mobilize existing resources and eliminate service gaps. • Initiate development of new resources for children in the IMPACT Program when gaps are identified. • Rally community support of the program by providing in-service training to local agencies and entities. • Attend state level meetings. • Interpret state mandates for IMPACT PLUS and provide direction for the programs. • Serve on community boards/engage in community outreach efforts. • Promote public relations. Qualifications and Education Requirements <ul style="list-style-type: none"> • Bachelor's degree in a related field with at least two years' experience in case management. • Comprehensive knowledge of systems approach to problem solving and ability to implement such an approach. • Ability to plan, organizes, and coordinates the work of others. • Ability to relate well with staff and the general public. • Good judgment and initiative. Physical Requirements <ul style="list-style-type: none"> • Capability of visiting clients in their homes which may not be handicapped accessible. • Must be capable of assisting with physically active children. Special Requirements <ul style="list-style-type: none"> • Maintain a valid driver's license and dependable transportation. • Available and willing to commit to overnight stays and travel out of the region 			
Reviewed By:	Vice President Children's Service	Date:	03/08/2017
Approved By:	Human Resource	Date:	03/08/2017
Employee Signature:			
Last Updated By:	03/08/2017		

