



**Community  
Action  
Organization  
of WNY**

**Community Action Organization of Western New York, Inc.**

45 Jewett Avenue, Suite 150 • Buffalo, New York 14214 • (716) 881-5150 • Fax (716) 881-2927

**Funding Sources:**

*U.S. Dept. of H.H.S.*

*N.Y. State Dept. of State*

*County of Erie*

*City of Buffalo*

## **HEALTH COORDINATOR (LPN) (2 Positions in Erie & Niagara Counties)**

Responsible for coordination, implementation, monitoring and evaluation of Head Start/Early Head Start Health Services to children and families. Provides training & technical assistance to staff. Bachelor's degree in Nursing, or Public Health with 2 years of health related exp; RN and 2 years health related exp. (Will consider other health related degrees). Supervisory exp. & exp with low income children & families preferred; **or LPN with 4 years health related exp.**

## **HEALTH SERVICE AREA MANAGER (RN)**

Coordinates and monitors all phases of the medical and dental program, functions as liaison between CAO Head Start and community public and private health agencies. RN License & 2 years of exp working with families and children, preferably age infant to 5 years old. Experience with low income children and home based option are preferred. **Or BSN with four years exp. as noted above.**

## **NUTRITION ASSOCIATE ( 11 POSITIONS) in Erie & Niagara Counties**

Responsible for the preparation and serving of food on a moderately large scale, with emphasis on quality and quantity for preschool children. HS Diploma or GED. Good knowledge of the methods of preparing and cooking food in large quantities.

## **NUTRITION SUPERVISOR ( 2 POSITIONS in Erie & Niagara Counties)**

Assist with training, supervision, & monitoring of menu planning, pre-costing, standardization, & preparation, sanitation techniques, & food storage techniques. Monitors food cost. B. S. in Home Economics/ Nutrition/ Dietetics and a min. of 2 years work exp in any of the above related fields and 1 year supervisory experience. Or A.A. S. Degree in Nutrition/Dietetics and a min of 3 years of exp in any of the above related fields & 2 years supervisory exp. & Food Service Workers Training Program certification and a min of 3 years work exp in any of the above related fields and 3 years supervisory experience.

Apply at CAO of WNY HR Dept., 45 Jewett Ave., Buffalo or email resumes to [hr@caowny.org](mailto:hr@caowny.org) up to October 12, 2018

An Equal Opportunity Employer