



ABOUT US

Hancock County Job and Family Services provides our clients with help for today and hope for tomorrow. Through our Comprehensive Case Management and Employment Program (CCMEP), we have the opportunity to help train youth, ages 14-24, for their future career. CCMEP allows us to provide our clients with career coaching, job placement, tuition assistance, mentoring, financial aid, transportation support, and more.

POSITION

Workforce Development Navigator

BENEFITS

- 12+ Paid Holidays
- Immediate Vacation and Sick Leave Accrual
- Medical, Dental, Vision, and Prescription Coverage
- Access to County Vehicles for Work Purposes
- Deferred Compensation Plan
- Retirement Plan with Ohio Public Employees Retirement System
- Discounts at Select Local Businesses
- Student Loan Forgiveness

JOB DUTIES

- Work with youth, ages 14-24, through the Comprehensive Case Management and Employment Program (CCMEP)
- Help youth obtain their education/employment goals through monthly case management
- Assist individuals with employment, housing, and health care
- Partner with participants and their families to meet their basic needs
- Determine eligibility for all programs, including WIOA, TANF, CCMEP, and youth
- Create and monitor individual employment plans
- Provide case management, crisis intervention, and support for participants and employers
- Advocate for participants within the community
- Prepare individuals for employment by providing training and resources
- Help secure employment by promoting skill attainment and implementing placement activities

WAGE

- Starting at \$20.15/hour

MINIMUM QUALIFICATIONS

- Bachelor's degree in human services-related studies
- OR bachelor's degree in any field and have been employed for at least two years in a human services occupation
- OR associate's degree in human services-related studies
- OR been employed for at least five years in a human services-related occupation

*For employment to continue, a person described in option 2, 3, or 4 above must obtain a job-related bachelor's degree not later than five years after the date of employment with the agency commences.

*Note: All liability and responsibility for determining "human services-related studies" or "human services-related occupation" rests with the employing agency.

HOW TO APPLY

- Apply on Indeed, submit a resume by mail, in person, or by email. Emails can be addressed to Chelsea Wentling at chelsea.wentling@jfs.ohio.gov

All qualified applicants will receive consideration for employment without regard to race, religion, color, sex, national origin, ancestry, sexual orientation, veteran status, disability or age.