



Kalamazoo County Area Schools Employment Consortium

Employment Application

Openings as of 10/11/2016

Career Specialist

JobID: 3699

Position Type:

Professional Support Services/Case Manager

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Date Posted:

10/10/2016

Location:

KRESA/Y.O.U. Employment Services

Closing Date:

10/17/2016

Division:

Youth Opportunities Unlimited (Y.O.U.)

Position Type:

Part-time

Hours:

Must be available to work during the hours of 8:00-5:00

Responsibilities:

Develop new and utilize existing workshops for career development. Conduct workshops and presentations to a diverse population and community agencies throughout a four-county region. Responsible for meeting contractual goals, updating, and maintaining required reports. Comply with federal, state, and organization's policies, procedures, and regulations.

Qualifications:

Bachelor's degree. Must have excellent presentation and organizational skills and be comfortable in front of large audiences. Must have own transportation, a valid Michigan driver's license, and be willing to travel throughout a four-county region in southwestern Michigan. Embraces and supports KRESA philosophies related to diversity, inclusiveness and anti-racism. Ability to interact effectively with individuals from a wide range of cultures. Ability to discuss cultural differences with colleagues and clients. Ability to assess one's own strengths and limitations or challenges and integrate this understanding into interpersonal interactions.

Preferred Skills:

Preference given to candidates with experience in workforce development employment and training programs. Ability to select and develop appropriate methods, skills and techniques attuned to people's cultural, multicultural or marginal

experiences in their environments. Ability to effectively employ multicultural approaches in resolving problems.

Apply online at www.kresa.org/jobs
Kalamazoo RESA is an Equal Opportunity Employer/Program.

Auxiliary aids and services are available upon request to individuals.

It is the policy of Kalamazoo Regional Educational Service Agency that no discriminating practices based on gender/sex, sexual orientation, race, religion, height, weight, color, age, national origin, disability or any other status covered by federal, state or local law be allowed during any program, activity, service or in employment. The following positions at Kalamazoo RESA have been designated to handle inquiries regarding the nondiscrimination policy. Assistant Superintendents: Tom Zahrt, Margaret McGlinchey & Laurie Montgomery. Contact information: 269-250-9200, 1819 E. Milham Avenue, Portage, MI 49002.

FMLA regulations require all employers to post the [updated FMLA notice](#).

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