

WE ARE HIRING

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Family, Adult and Children First Safe Communities Program Coordinator

Want to be a part of one of the fastest growing counties in the State of Ohio?

Do you value a competitive salary and generous time off? How about a free wellness clinic, workout facilities, and great health insurance? What about excellent retirement benefits, on the job training, and a tuition reimbursement program to further you career?

If so, Fairfield County is the place for you!

The Fairfield County Family, Adult and Children First Council is looking for a part-time Safe Communities Program Coordinator.

The Safe Communities program of Fairfield County is funded by the Ohio Traffic Safety Office through federal grant from the National Highway Safety Administration. The successful candidate will be responsible for developing and implementing work plans to achieve the goals of the program in accordance with the guidance and requirements of the Ohio Traffic Safety Office.

Qualifications:

- Associates degree in communications, public relations, administration or closely related field. Bachelor's degree preferred.
- 3 years of administrative experience, preferably in a government or social services setting.
- Knowledge of data gathering and analysis techniques.
- Proficient communication skills, specifically in writing and public speaking.
- Ability to work independently with and facilitate the work of volunteer committees and agency professionals.

The starting rate for this position is \$16.51 per hour. Applicants should visit <https://mss.co.fairfield.oh.us/ESS> and complete an online application and attach a letter of interest and resume by March 29, 2020.



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Fairfield County Human
Resources

740-652-7893

<https://www.co.fairfield.oh.us/>

