

**SOUTHSIDE COMMUNITY SERVICES BOARD (SCSB)**

**CHILDREN SERVICES COORDINATOR (PART C)**

**Position No. 0362**

Southside Community Services Board (SCSB) seeks qualified individual for its Infant & Toddler Connection Program for Halifax/Mecklenburg Counties, based in Boydton, Virginia. Incumbent in this grant-funded program is responsible for all aspects of program including administrative and clinical supervision in conducting early intervention/educational services to developmentally delayed infants/toddlers. Direct treatment services supervision includes individual, group and family therapy; developmental assessments; diagnostic services; and crisis intervention. Monitors compliance with Federal Part C requirements for Individual Family Service Plans (IFSPs); and ensures program operates within budget and records are maintained in accordance with Medicaid, DBHDS, Licensure and Federal Part C regulatory standards. Maintains active contact with referral sources and coordinates services with private OT/PT/speech therapy providers.

Bachelor's degree in Early Childhood Education, Special Education, Human Services related field, or any discipline listed under Part C Personnel Standards (Master's preferred) or RN with three years related experience and one year supervisory experience required. Must be Virginia Certified in Early Intervention and Licensure appropriate as detailed in the Infant and Toddler Connection Practice Manual, have experience in facilitating meetings, and possess excellent fiscal management and documentation skills. Valid driver's license with safe driving record required as are criminal history check (fingerprinting) and drug test and ability to maintain strict confidentiality.

Salary \$44,143 (may negotiate based upon experience). Excellent benefits. Submit **REQUIRED** SCSB application to Human Resources Coordinator, Southside Community Services Board, P. O. Box 488, 424 Hamilton Boulevard, South Boston, VA 24592. Applications available from address above, calling (434) 572-6916, or website at [www.sscsb.org](http://www.sscsb.org). Position open until filled. **MAY CONTACT HR DIRECTLY AT [pnorris@sscsb.org](mailto:pnorris@sscsb.org).**

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**[www.sscsb.org](http://www.sscsb.org)**