

Date Posted: JAN. 2, 2010

**Texas Head Start Association**

**JOB OPPORTUNITY POSTING**

**Job Title: ERSEA SPECIALIST**

**Employer/ Agency: TRI COUNTY COMMUNITY ACTION**

**Job Description: The ERSEA Specialist is responsible for all activities related to the eligibility, recruitment, enrollment and attendance of children and families to insure that all Head Start/Early Head Start Minimum Performance Standards are met.**

**Qualifications: B.S. or B.A. degree preferred: High School diploma or equivalent is mandatory. Some college preferred in social work, mental health, Child development, sociology, or psychology.**

**Hours: 8:00am-4:30pm**

**Salary: DOE**

**Send your resume and cover letter to:**

**Attn: Theresa Bell-HR Director**

**City, State, Zip: Center, Tx 75935**

**Telephone: 800-464-1839 x13**

**Fax: 936-598-7272**

**E-mail Address: [mstheresabell3@sbcglobal.net](mailto:mstheresabell3@sbcglobal.net)**

**Application Method Preferred: e-mail or fax**

**Opening Date: January 2, 2010**

***If your response to this job posting results in successful employment, please email THSA at [webmaster@txhsa.org](mailto:webmaster@txhsa.org) with the hiring details of your new job opportunity.  
Thank you***