

Action for Children



Parent Ambassador

Who We Are

Action for Children is the local child care resource and referral agency in Central Ohio. Our mission is to transform the lives of children by supporting, empowering, and advocating for the adults who make the biggest impact on children's lives—their parents, caregivers, and teachers.

What You'll Do

Drawing on knowledge of lived experience, you will provide information, resources and referrals for families seeking referrals to community resources, social services benefits navigation, facilitation of Parent Cafes and community listening sessions. Qualified candidates will be able to assess customer needs and utilize a database system and community resources to meet each client's needs and provide information in-person, via telephone or email.

Successful candidates will have

- 2 yrs. Exp. In delivery of human services in governmental, community, or private human service agency.
- Proficiency with technology and experience with Microsoft Office Suite
- Previous experience working with electronic data management/database systems
- Ability to work with families of various backgrounds and cultures
- Working knowledge of local and state community resources
- Expertise in customer service
- Research and conduct community outreach to share all aspects of AFC's work
- Understanding of how intersecting systems of racial, gender, and class discrimination shape conditions for early childhood educators, child care programs, and the children and families they serve
- A desire to contribute to a workplace and profession which values collaboration, diversity, growth, and respect for all people

We seek a self-starter who is creative, flexible and has earned a reputation as a team player. You will have demonstrated strong skills in written and verbal communication, building rapport, analysis and problem-solving. You must be committed to the success of the program and the team, dedicating the time necessary for team meetings and agency events. This is a full-time position, requiring occasional evening and weekend hours for special events.

Desired but not Required

- Bachelor's Degree in Early Childhood, Human Development & Family Studies, Human Ecology, or a related field
- Spanish, Somali, Arabic, Nepali or other language in addition to English; signing bonus available for fluency

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Why You'll Love To Work at Action for Children

- We offer Medical, Dental, and Vision coverage after 30 days of employment
- We promote a balanced work-life company culture. We offer a generous PTO plan including vacation, sick, and personal time. This includes 9 paid holidays and 4 floating holidays.
- We embrace parenthood with 12 weeks of paid parental leave
- We help you plan for your future by offering a 403(B) with an employer match

How To Apply

Interested individuals should apply online at:

https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=5357104d-8378-47c4-8fd9-d75e10e312c8&cclid=19000101_000001&lang=en_US

While we sincerely appreciate all applications, only those candidates selected for an interview will be contacted. Please note, the selected candidate will be required to submit to our background and reference checking process.

Action for Children is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status

**Action for Children has adopted a mandatory COVID-19 vaccination policy for all current and future employees focused on safeguarding the health and safety of our employees and their families; our customers and visitors; and our community. Action for Children is an equal opportunity employer and does allow for accommodations based on medical exemptions and/or sincerely held religious beliefs. **