



JOB ANNOUNCEMENT

POSITION: Service Coordinator

JOB TYPE: Permanent, Full-time

BARGAINING UNIT: None

LOCATION: Boone, Iowa

HOURLY RATE: From \$22.84 per hour

POSTING DATE: 3/9/2023

Service Coordinator

Central Iowa Community Services (CICS) is accepting applications for a full-time Service Coordinator to be officed in Boone, Iowa. This position is responsible for coordinating supports and services for individuals with brain health, intellectual and other developmental disabilities to access mental health and disability services and community resources, coordinate CICS funding, and provide outreach services. This position works closely with individuals and families, county, regional, and state employees, law enforcement, judicial system, mental health and disability service providers and the public. A bachelor's degree is required with 30 semester hours or equivalent quarter hours in a human services field and at least one year of experience in the delivery of services to individuals with mental illness, intellectual disabilities, brain injury, or other developmental disabilities. Background and criminal checks and a preemployment physical will be completed. Competitive salary, insurance, retirement, vacation, and other PTO.

Download application and full job description on the CICS website: www.cicsmhds.org, or Franklin County website: www.franklincountyia.gov. Franklin County is the employer of record for CICS.

Benefits:

- Dental insurance
- Flexible spending account
- Health insurance
- Life insurance
- Paid time off
- Retirement plan

Schedule:

- 8-hour shift
- Day shift
- Monday to Friday

Work Location: One location

Mail or email application, resume, cover letter identifying certifications, licensures, and references to:

CICS - Story County

Attn: Karla Webb, Operations Officer

126 S. Kellogg Ave., Suite 001

Ames, IA 50010

Email: karla.webb@cicsmhds.org

RESUMES WITH APPLICATIONS WILL BE ACCEPTED UNTIL 4:30 PM ON MARCH 24, 2023.

Franklin County encourages veterans, women, minorities, and person with disabilities to apply. We are proud to be an Equal Opportunity Employer and will not tolerate discrimination based on any protected status under the law.