



**New Horizons Regional Education Centers
Human Resources Department
520 Butler Farm Road
Hampton, Virginia 23666-1500
757-766-1100
Fax: 757-766-9402
<http://www.nhgs.tec.va.us>**

POSITION ANNOUNCEMENT

June 2, 2017

POSITION: JOB DEVELOPER/ TRANSITION COACH

LOCATION: Youth Workforce Center – Butler Farm Campus

STARTING SALARY: Salary based on experience and education

HOURS: Monday - Friday 8:30 am – 5:00 pm

PRIMARY FUNCTION: Job development for work experiences, permanent and summer employment opportunities, planning and exposing students to a variety of career, work readiness and leadership events, participation at local career fairs. Distribution of time sheets and stipends.

QUALIFICATIONS: Minimum BS degree in Counseling or equivalent work experience in related areas of study.

REPORTS TO: Program Coordinator

APPLICATION PROCEDURE:

Interested individuals who meet the qualifications should submit an employment application, resume, and the names and phone numbers of three professional references to: New Horizons Regional Education Centers, Human Resources Department, 520 Butler Farm Road, Hampton, Virginia 23666.

CLOSING DATE: Open until filled.

In compliance with Executive Order 11246; Title II of the Education Amendments of 1976; Title VI of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972; Title IX Regulation Implementing Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973; and all other federal, state, school rules, laws, regulations, and policies, New Horizons Regional Education Centers shall not discriminate on the basis of sex, age, race, color, national origin, religion or disability in its education programs and activities which it operates nor provisions of employment and services. Any complaints of alleged discrimination under Title IX (sex) and Section 504 (disability) should be referred to: The Human Resources Department, 520 Butler Farm Road, Hampton, VA 23666, (757) 766-1100, ext. 3377.