



Bolivar County Community Action Agency, Inc.
Eastgate Center, Suite 120
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Cleveland, MS 38732
Phone: 662-846-1491

Elnora Littleton, Executive Director
Head Start/ Early Head Start Director
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July 24, 2024

Bolivar County Community Action Agency, Inc. has the following career opportunities:

FAMILY SERVICES CASE MANAGER - LSW (Countywide)

Assist in planning and implementing the activities of the Family Services Department including parent activities, trainings designed to enhance family support, and advocacy under the supervision of the Family Services/Eligibility, Recruitment, Selection, Enrollment, and Attendance/Family Services Director.

EDUCATION AND QUALIFICATIONS

- **Mississippi Licensed Social Worker (Required).**
- **B. S. Degree in Social Work or a related field.**
- One (1) year of experience working with families and record keeping.
- Must be able to successfully pass a Criminal Background Check, Physical, and Drug Screen.

BUS DRIVER PART-TIME - Countywide

Transport children to and from the center while following safety and DOT driving regulations. Maintain discipline on the bus, and inspect and report maintenance needs.

- **Commercial Driver's License with P & S Endorsements Required.**
- High School Diploma (Preferred) or GED and the ability to read and write.
- One (1) year experience driving a school bus (Required).
- Complete or possess an up-to-date Bus Driver Training Certificate.

Please submit a cover letter of interest, resume and three (3) professional references via email to: hr@bolivarcaa.org. You may also complete an in-person application **The deadline to apply is July 31, 2024, close of business.**

BCCAA provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.