



## Employment Opportunity

<b>Location of Job:</b>	Schenectady, NY.
<b>Employer:</b>	Cornell Cooperative Extension, Schenectady County
<b>Program Name:</b>	Healthy Schenectady Families Program
<b>Job Title:</b>	Healthy Schenectady Families Supervisor
<b>Description of Duties:</b>	<p>The Healthy Schenectady Families Supervisor supports improved family health and parenting practices among eligible families in Schenectady County. This role contributes to program planning and management while providing strength-based supervision to assigned staff.</p> <p>As part of the Healthy Families New York and Healthy Schenectady Families Programs, the Supervisor collaborates with educators and fellow supervisors to promote the well-being of parents, children, and families through evidence-based health education and parenting curricula delivered via home visits and staff oversight. The position also ensures positive, persistent, and individualized outreach to maintain family engagement and support improved outcomes for children, parents, and the community.</p>
<b>Hours:</b>	35 hours/week
<b>Salary:</b>	\$28.50/hour
<b>Minimum Requirements:</b>	<ul style="list-style-type: none"><li>• Master's degree. Bachelor's degree plus 4 years transferrable relevant experience may substitute for a master's degree.</li><li>• Experience relevant to the role of the position.</li><li>• Ability to meet the frequent travel requirements associated with the position. A valid NYS driver's license with the ability to drive and driving record acceptable for agency insurance coverage are required.</li><li>• Ability to work flexible hours which may include evenings and/or weekends, and occasional overnight travel.</li><li>• Ability to develop, deliver, and evaluate evidence-based education to participants.</li><li>• Ability to effectively manage and supervise staff.</li><li>• Technology Skills - Moderate level skills with Microsoft Office suite, database and internet software.</li></ul>

	<ul style="list-style-type: none"> <li>Ability to relate to and communicate effectively with staff, community leaders, program participants, and others.</li> <li>Work Environment – In addition to the Working Conditions the work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals to perform the essential functions. This position frequently performs in-person home visits within the assigned communities. When not in the field, this position works in a typical “open” office environment with occasional to frequent distractions. This position occasionally lifts, moves, or transports program materials.</li> </ul>
<b>Preferred Requirements:</b>	<ul style="list-style-type: none"> <li>Supervisory experience or providing leadership and guidance to others.</li> <li>Ability to speak, read and write proficiently in the Spanish language, or other non-English language as is spoken in the target community.</li> </ul>
<b>Contact Information:</b>	<p>Link to apply:  <a href="https://cornell.wd1.myworkdayjobs.com/CCECareerPage/job/New-York-State-Other/CCE-of-Schenectady-County-Healthy-Schenectady-Families-Supervisor---Schenectady--NY_WDR-00056417">https://cornell.wd1.myworkdayjobs.com/CCECareerPage/job/New-York-State-Other/CCE-of-Schenectady-County-Healthy-Schenectady-Families-Supervisor---Schenectady--NY_WDR-00056417</a></p>
<b>Deadline for Resumes:</b>	11:59PM on January 21, 2026