



## **Delaware Valley Job Corps\* Callicoon, NY**

**Overview:** The Delaware Valley Job Corp is seeking a **MyPACE Coordinator** in Callicoon, NY. The MyPACE Coordinator is responsible for providing Career Preparation and My Pathway in Achieving Career Excellence (MyPACE) instruction, training and support to students during the Career Preparation Program (CPP). Works with students to develop individualized career plans, monitors and evaluates participation and progress to ensure student early retention and success in the program.

**Requirements:**

Bachelor's Degree  
Valid NY State Driver's License  
Reference Check

**Skills Required to perform the job:**

Initiative  
Teamwork  
Good Communication skills verbal and written  
Positive Attitude strong interpersonal skills

**Shift, Salary, and Benefits:** This is a full-time position, Monday-Friday, First shift, \$38,000 to \$41,800 annually. Benefits include Health insurance, Dental insurance, Paid Vacation, Paid Sick Leave, Holidays, 401K/Retirement.

**To apply:** contact Deirdre Stawowy by emailing [stawowy.deirdre@jobcorps.org](mailto:stawowy.deirdre@jobcorps.org), by faxing (845)887-4762, by telephone at 845-887-5400, mail to Adams and Associates/Delaware Valley Job Corps, PO Box 846, Callicoon, NY12723, or in person at 9368 State Route 97 Callicoon, NY 12723.