

CLASSIFIED ADVERTISEMENTS

Opportunities with SEATTLE MENTAL HEALTH INSTITUTE

We are a progressive community mental health center dedicated to providing quality services to meet the needs of our clients and our community. We offer competitive salaries and excellent benefits, and presently we are looking for a few good employees:

OUTPATIENT THERAPISTS

Two 15 hrs/wk positions, 2+days, 1 eve/wk in expanding outpatient program providing individual, group and family therapy. MA + 2 yrs exp. required and CCDC for one position.

SCHOOL-BASED COUNSELING & PROGRAM SUPERVISION

Part-time 32 hrs/wk. Provide individual counseling and outreach to families. Supervision, consultation to schoolbased day tx teams. M.A., supervisory, knowledge of interdisciplinary teams and exp. with SED/delinquent youth 6-17 yrs. required.

SCHOOL-BASED DAY TX/GROUP WORK

Part-time 32 hrs/wk. Provide classroom milieu, social skills groups. M.A., exp. with SED, school-based children 6-12, knowledge of working with interdisciplinary team required.

DEAF CHILDREN'S COMMUNITY SUPPORT PROGRAM

Provide intensive clinical case management services to SED deaf and hard of hearing children. MA/BA and fluent along the sign language continuum required.

SECRETARY I

19 hrs/wk. Provide support to child & family program, ability to work independently, answer phones, wp 5.1, filing, special projects. 2 yrs current secretarial exp. required.

please send resume and cover letter to: Seattle Mental Health Institute (TF), 1600 E. Olive Street, Seattle, WA 98122 or fax (206) 324-9433. AA/EOE.

GIRLS WANTED

From Washington, between 7-19, to compete in this year's 4th annual 1992 Seattle Pageants. Over \$20,000 in prizes and scholarships. Call today:

1-800-724-3268 Ext. 5718

FOSTER CARE PROGRAM

Seattle Mental Health Institute is seeing foster parents to provide care for emotionally disturbed children ages 5 - 17. We will provide foster care support and training. Please contact Victor Garcia, (206) 324-9142, SMHI, 1600 E. Olive Street, Seattle, WA 98122

This Space Is waiting for you!!! Call 324-0552

Chicken Soup Brigade, a community based agency providing practical support (household chores, meals and transportation) to persons disabled by HIV/AIDS in King County, seeks qualified candidates for the following positions. Complete job descriptions 1002 E. Seneca Mon - Fri 9-5 pm. No phone calls.

To apply send resume, cover letter. Closes 5:00 pm Oct 22nd. 1002 E. Seneca Seattle, WA 98122

HOMETEAM VOLUNTEER COORDINATOR:

Train, assign, supervise, retain and appreciate volunteers providing in home practical support. Three years professional volunteer management experience is required. Salary \$22,000 per year

VOLUNTEER COORDINATOR

Recruit, train and assign new volunteers throughout all agency programs. Research and develop long range plans for insuring a reliable and diverse pool of unpaid/volunteer staff. Promote programs via outside sources such as conferences, community fairs and festivals and special events.

CHEF:

Responsible for menu planning, prep and cooking of high quality meals using donated food, volunteer help and ingenuity. Must love food and people. \$11/hr

THRIFT STORE LEAD:

Two positions for experienced cashiers with personnel/volunteer management experience. \$7.50 hr 40 hours/week. Chicken Soup Brigade is an equal opportunity employer committed to workforce diversity.

SUBSTANCE ABUSE COUNSELOR

Sexual minority treatment center. WAC-qualified, Master's level. Immediate opening. Half to Fulltime. Dual Diagnosis experience helpful. Excellent benefits; salary DOE. We are committed EOE agency. Send resume: Director Stonewall Recovery Services 430 Broadway E. Seattle, WA 98102

COMMUNICATIONS GRAPHIC SPECIALIST

Totem Girls Scout Council - Responsible for design, copy writing, photography & production of publications/displays. Must have good computer & writing skills BA; 2 yrs experience in communications & graphic design preferred. Proficient with MAC/Pagemaker/Freehand/ WP5.1. Hiring range \$20,123 - \$22,932. Closing date 10/19/92. Send resume to: TGSC. POB 300304, Seattle WA 98103-9704. Call 633-5600, ext 273 for info. EEO Employer. A United Way Agency.

PUBLIC RELATIONS SPECIALIST

PR Specialist works with schools, administrators and media; plans, researches, writes and designs public information materials. Desktop publishing skills a plus. College degree, three years of experience or equivalents required. Applications available at 815 - 4th Avenue North, Seattle, WA 98109 Salary: \$2,478 - \$3,376/month. AA-EOE. Position Closes: October 23, 1992.

YOUTH SERVICES

Seattle Public Schools is accepting applications for Student Specialist. Conducts outreach to encourage youth to stay in/return to school. Requires Associate's degree in education/social services and two years of related work experience. Salary: \$22,200 - \$30,199/yr. Applications can be obtained from 815 - 4th Avenue North, Seattle, WA 98109. Position closes October 26, 1992. AA-EOE.

SEATTLE UNIVERSITY ADMINISTRATIVE SECRETARY

Student Development
Quals: Two years exp. Type 60 w.p.m.
Wordprocessing Experience \$1605-\$1676/month
Medical, dental and educational Benefits.
Apply by Oct. 16 Seattle University 12th & E. Marion - Human Resources M-Th 8am - 3pm

ARTERIAL, an electric Seattle arts/literary/community magazine, seeks young, articulate, committed advertising salesrep. Commission basis. Call 285-7182.

STANLEY HOME PRODUCTS, needs 25 people to help with Christmas orders. Full or Part time. For interview call between 7 & 9p.m. Florence B Anderson 322-1464

UNIGARD INSURANCE GROUP An Equal Opportunity employer

M TRUCKING



DRIVERS NEEDED
TRAINING AVAILABLE
EOE Employer

WOMEN & MINORITIES ENCOURAGED TO APPLY
(206) 860-2837
FAX: (206) 328-5160

BANKING JOB INFORMATION CALL OUR LINE

684-6189
Key Bank of Puget Sound
an equal opportunity employer
for hearing impaired TDD customer may phone
684-6189
8:30 - 4:30 M-F.

\$200 - \$500 WEEKLY

Assemble products at home. Easy! No selling. You're paid direct. Fully Guaranteed. FREE information - 24 hour hotline. 801-379-2900 Copyright # WA160DH.

CASE MANAGER

To work with homeless children and their families. BS/BA degree, 2 yrs exp. Resume/cover letter by 10/23 to Mary Flowers, Atlantic Street Center, 2103 S. Atlantic St., Seattle, WA 98144. 329-2050.

SOCIAL WORK CASE AIDE P/T

The YMCA independent living prgm is seeking applicants to work 20 hrs/wk with pregnant and parenting teens. Case Aide will help develop effective parenting and independent living skills. Service will include one on one training resource/networking, crisis intervention, general case work, transportation assistant and role modeling. This position requires a high school degree or GED demonstrated experience working with teenagers & knowledge of teen parent support services and resources. Some college or early childhood education would be desirable. Salary \$8.00/hr. to apply send resume and letter to YMCA 909 4th Ave, Seattle WA 98104. Att: Chuck Bartlett by 11/9/92. EOE Minorities and single parents encouraged to apply.

social services

STAFF ASSISTANT

Fundraising, PR, coordinate communication, special events, meetings, & other gatherings on behalf of the Div. of Programs for the Aging & Disabled, CCS King Co., CCS-Western Washington, & related coalitions/groups. MIN: BA Human Services or related field, 2 yrs exp working for or with human service related organization; excellent written/oral communication skills; exp w/developing proposals. Cover letter/resume by 10/22 to Catholic Community Services CW, 100-23rd Ave. S., Seattle, WA 98144. AA/EOE

CUSTODIAN

\$8.78 - 10.70/hr. + benefits Tacoma Public Library is establishing an eligibility list for part - time and full-time positions. Routine manual custodial work including cleaning duties and related tasks. Requires 9 mos. exp. in custodial or related manual work or equivalent training/exp. Ability to lift/move/carry items weighing 75 lbs safely. Valid Washington State driver's license and good driving record. Applications must be completed by 5:00 p.m. 10/30/92. Please pick up applications from the Tacoma Public Library Personnel Office, 1102 Tacoma Ave. S. Tacoma, WA 98402. Telephone: 591-5602) EOE.

TACOMA COMMUNITY COLLEGE

is recruiting for several full-time exempt positions at the Washington Corrections Center for Women at Purdy/Gig Harbor, Washington. PARENTING INSTR/COORD Reg. MA in Ed, Voc Ed or Social Work with major work in family studies/parenting educ.

MICROCOMPUTER SPECIALIST

INSTR/COORD Req. BS with 2 yrs industry exp or BS & 3 yrs exp creating training programs & servicing computers.
INDUSTRIAL TECHNOLOGY
INSTR/COORD Req. 2 yrs teching exp in custodial/industrial tech programs or grad. of recogn. indust. tech program and 2 yrs exp as a custodian.

Annual salary \$29,000. Info and appl packages may be obtained from: Human Resources, Tacoma Community College, 5900 S 12th St, Tacoma, WA 98465. (206) 566-5014. Guaranteed consideration date: November 6, 1992. Minority candidates encouraged to apply. AA/EOE.

LOBBYIST

p/t, advocate for mental health w/ Legislature. Exp. w/ Legislature, mental health/health and social services, and associations. Time to devote to organization's needs. Consider staff position or contract lobbyist. Send resume with a letter of interest and current client list by 10-23 to: WCMHC 600 Stewart St, Ste 520 Seattle, WA 98101. AA/EOE

ACCOUNTANT

For communication company, Factoria area. College-level accounting or equivalent work experience. Proficiency in use of PC preferred. Please send resume and salary requirements to: Assistant Controller, P.O. Box 1086, Bellevue, WA 98009. EOE.

RESIDENT MANAGER

Need dependable female Resident Manager for YWCA Women's Shelter and Residence - Will respond to emergencies 11:30 pm - 7:30 am, 5 days on/5 days off. \$300/mo + full rent, utilities, phone. Please apply 9am - 3pm 461-3859. Minority Women encouraged to apply. EOE

SOCIAL SERVICE

Youth counselors needed for 3 day, 24 hr. coverage Fri-Mon in shelter home for runaway youth. BA, res. exp. pref. Resume: Colleen, Friends of Youth 16225 NE 87th St. SteA6 Redmond WA 98057 EOE.

FOOD BANK COORDINATOR

Responsible for supervising and monitoring the distribution of food to clients of CAMP Valid Washington St Driver license, able to work with diverse individuals, and prepare accurate daily, monthly, reports.

3/4 TIME NUTRITION EXTENSION AIDE

Teach nutrition to low - income families and youth. Contact WSU Cooperative Extension, 612 Smith Tower, 296-3900. WSU is an EO/AA employer. Protected group members encouraged to apply. Applications accepted 10/16/92 through 10/29/92.

EXECUTIVE DIRECTOR

Non-Profit HOUSING DEVELOPMENT

Lead an award-winning, nationally recognized, non-profit organization providing project assistance and housing development training to Washington State non-profits. Provide vision and leadership to a staff of 14 and the volunteer Board of Directors. Must be proficient in communication skills with a proven record in management, and have the ability to work with diverse communities and agencies in addressing low-cost and special needs housing. Bachelor's Degree required. Competitive salary DOE with competitive benefit package. Must have a minimum of five years experience in housing development and organizational management. Additional information and application package may be obtained by contacting the Common Ground Executive Search Committee; 107 Cherry St., Suite 410; Seattle, WA 98104. Application closing November 15, 1992. EOE. Please no phone calls.

OPERATIONS MANAGER

Chicken Soup Brigade

The Chicken Soup Brigade, a community-based agency providing practical support (household chores, meals, & transportation) to persons disabled by HIV/AIDS in King County, has an immediate opportunity for an experienced, hands-on manager to coordinate activities of agency personnel in the areas of accounting, data/donor management, personnel and business relations.

The successful candidate will possess strong verbal & written communication skills and a high level of organization. Two to four years related experience with proven accounting, personnel, & project management skills required. Business or accounting degree preferred. Must be able to use Word Processing/spreadsheet software. Non-profit experience helpful. Strategic salary \$29-32K DOE.

Chicken Soup Brigade offers its employees a competitive benefits package. For consideration, please send your resume & cover letter to:

Selection Committee
PO Box 45371

Seattle, WA 98145-0371

Chicken Soup Brigade is an equal opportunity employer committed to workforce diversity.

ACCOUNTING

Seattle office of state wide not for Profit seeks temporary Accounting Specialist. Candidates must have an AA Degree in Accounting or equivalent, data entry & 10 key skills. Lotus 1-2-3 a plus Salary DOE EOE/AA/V/H

Accounting Supervisor
P.O.Box 15190
Seattle WA 98115

PROGRAM ASSISTANT

In Financial Aid Office. Call Green River Community, 833-9111, x86. Closes 10/22/92. EOE.

TEACHER, CREATOR & ENERGETIC after school program part time, 3pm - 6pm daily Leschi Area 323-9465 for more information call 323-9465.

MENTAL HEALTH POSITIONS

Bachelor & Masters level openings **Eastside Mental Health** AA/EOE

VOLUNTEERS

Northwest AIDS Foundation is seeking volunteers in all areas of client services, special events/fundraising, and administration. Opportunities are available for daytime or evening hours and for a variety of skills. An urgent need for volunteers exists for preparation of latex for the Community Outreach Team's monthly distribution. The next volunteer orientation is Saturday, Oct. 24th from 9am to 3pm. For more information, call 329-6923.

INVITATION TO BID

The Port of Seattle will accept written sealed bids until 2:00 pm October 23, 1992, on the following:
Bid No. 92-46 Bar Coded Parking Tickets
Information and bid forms can be obtained from the Purchasing Department, Bell St. Terminal, Pier 66, or by calling 728-3432.
Minority and woman-owned firms are encouraged to participate.
Dated at Seattle, Washington this 9th day of October, 1992.

THE PORT OF SEATTLE
PORT COMMISSION

INVITATION TO BID

The Port of Seattle will accept written sealed bids until 2:00 pm October 22, 1992, on the following:
BID NO. 92-48 Purchase and Installation of Furniture for Pier 66 Headquarters.
Information and bid forms can be obtained from the Purchasing Department, Bell St. Terminal, Pier 66, or by calling 728-3432.
Minority and woman-owned firms are encouraged to participate. Dated at Seattle, Washington this 8th day of October, 1992.

THE PORT OF SEATTLE
PORT COMMISSION

CONTRACTS/PURCHASING ANALYST

\$27,458 to \$41,100 (DOQ)

P.U.D. #1 of Snohomish County is searching for a Contracts/Purchasing Analyst. The successful candidate will procure materials, supplies, equipment, and services efficiently and at the lowest overall cost to the District; contribute to District profitability by maintaining close supplier/contractor/consultant relationships, participating in cross functional teams for the improvement of procurement processes; and providing customer service to internal and external customers.

Minimum qualifications: Demonstrated ability to work in a flexible team environment, prioritize and organize work, manage time effectively, negotiate, problem solve and lead projects. C.P.M. and/or C.P.I.M.

BENEFITS Excellent compensation & benefits plan and WA State Retirement program. WE ARE AN EQUAL OPPORTUNITY EMPLOYER. COMMITTED TO DIVERSITY IN OUR WORK FORCE!

TO APPLY: Send resume by October 26, 1992 to: SNOHOMISH COUNTY P.U.D.

ATTN: Employee Resources P.O. Box 1107 Everett, WA 98208

Or call (206) 258-8655 or (800) 562-9142 (within WA) for application. For additional information call Josephine Howe, Supvr. Contract/Purchasing (206) 347-5542

REQUEST FOR PROPOSALS

Technical Documentation of the Puget Sound Regional Council's Modeling Process

DUE: 5:00 PM Friday, October 30, 1992

The Puget Sound Regional Council request proposals from firms to complete the technical documentation of its land use and travel demand modeling techniques. The Regional Council used the traditional four-step transportation planning process and will begin to refine and redevelop its modeling process in the near future. The Regional Council needs to documents its current land use and travel demand modeling methodologies and capabilities before addressing modeling redevelopment and refinement. Also, the technical documentation is necessary to meet the requirements of the federal Intermodal Surface Transportation Efficiency Act and of air quality legislation, and to support regionally significant technical analyses.

The available budget for this project is \$27,500. The Regional Council adheres to disadvantaged business participation requirements.

Please request instruction by calling the Regional Council receptionist at 464-7090. Proposals must be received by 5:00 P.M. October 30, 1992. The project will begin by November 9, 1992.

KING COUNTY, WASHINGTON NOTICE TO BIDDERS

Sealed bids will be received by the King County Purchasing Agency, Room 620 K.C. Administration Bldg., 500 4th Avenue, Seattle, WA 98104, until 2:00 pm of bid opening date for the following listed bids. Bid documents are available at the above office. Phone (206) 296-4210 for information. King County encourages minority business enterprise participation. King County does not discriminate on the basis of disability in its programs, services, and employment opportunities for persons with disabilities.

BID NO. 618-92APK OPENS: 10/29/92
PICKUPS AND VANS
BID NO. 620-92AEA OPENS: 10/20/92
MEAT
BID NO. 621-92AEA OPENS: 10/20/92
FRESH FRUITS AND VEGETABLES
BID NO. 622-92AEA OPENS: 10/20/92
FOOD PROGRAM SUPPORT SERVICES
BID NO. 623-92AVL OPENS 10/22/92
OFFICE SUPPLIES
BID NO. 624-92AVL OPENS 10/22/92
ANIMAL LICENSE TAGS, ALUMINUM ALLOY
BID NO. 625-92ATE OPENS: 10/22/92
TIRE RECAPPING SERVICES
BID NO. 626-92ATE OPENS 10/22/92
ELECTRICAL SUPPLIES
BID NO. 627-92ATE OPENS: 10/22/92
DISTANCE MEASURING COMPUTER
BID NO. 628-92ATE OPENS: 10/22/92
CHELSEA 2300 SERIES POWER TAKE - UNITS
BID NO. 629-92ATE OPENS: 10/27/92
CONCRETE PIPES, MANHOLES, CATCH BASINS
BID NO 630-92ATE OPENS: 10/27/92
POLYETHYLENE (PE) SANDBAGS
RFP NO. 631-92ANL OPENS: 10/27/92
MEDICAL EQUIPMENT PLANNING REVIEW - HARBORVIEW OFFICE

INVITATION TO BID

To supply Super Unleaded Gasoline to King County Housing Authority for period of one (1) year. Bid opening 2:00 p.m., Friday, October 23, 1992. For bid information contact Barbara Mjelde, King County Housing Authority, 15455 - 65th Ave. S., Seattle, WA 98188 or call 244-7750.

WANTED

Toddler Daycare Teaching

Pos. Start Nov. 1st. \$6.50 Hr + Medical. Bus Pass. ECE or Exp. Preferred. Magnolia, call Don 284-2253