

Local Job Opportunities

Anthem Group, LLC – 3 Positions Available

- 1) Management – This person will be working in our downtown Waco offices - Managing Property, tenants, events and other urban enrichment projects.
- 2) Properties Janitor – This person will be responsible for maintaining our B&B, loft make-ready's, lobbies, halls and public areas at several different locations within the downtown area that we own and operate.
- 3) Executive Assistant – This person will assist with administrative and daily details for the Executive Director of Anthem Group.

Email resume to ellisurbangroup@gmail.com to receive an application.

Contact: Peter Ellis // ellisurbangroup@gmail.com

Anthem Group, Home – 1 Position Available

- 1) Nanny – Responsible for helping around the house and helping with weekly babysitting

Apply by emailing ellisurbangroup@gmail.com

Contact: Summer Ellis // ellisurbangroup@gmail.com

Antioch Waco – 9 Positions Available

- 1) Assistant Communications Director – This is a full-time position. Applicant must have degree in communications, media or related field, or at least five years' experience in communications, be organized and able to manage multiple projects in a fast-paced environment. They will work in tandem with the communications director and team to create consistency in messaging from the front door to the back door, create communication strategies, oversee written materials related to assigned projects and proactively work to make sure Antioch and AMI maintains an effective presence on the web, including style/presence, search engines and new technology.
- 2) Community Outreach Administrator – Responsibilities include, providing administration for the Community Feast and for the Benevolence ministry. They will also help with Community Outreach Pastor administration, as able. This is a part-time position, and the hours are 8:30 a.m. – 1 p.m., Monday – Friday.
- 3) Facilities Special Projects Staff – This position includes producing and overseeing production of special resources for church departments including physical spaces, furniture and event props. Maintain organization of the shop area. Maintain the church golf carts, the lift, church tools and equipment. Assist other Facilities and Maintenance Department members with event setup, janitorial needs, grounds care or equipment and material relocation. Report to Director of Facilities regarding all special projects, expected completion date and any operation issues. This is a part-time position.
- 4) Facilities Team Members - Needs to be available to work all of the special events that may fall on a weekend and that is in addition to normal scheduled weekend hours. Needs to be able to lift 10 pounds regularly and 30 pounds occasionally. Should be self-motivated, of high moral character, be at work and working at the scheduled time, manage time well to accomplish required tasks, very detailed oriented, enjoys serving others and is teachable. This is a part-time position.

5) Mercy House Night Monitor – This is a sleeper position, and compensation is room and board. This person would serve as the staff presence in the evening, overnight and early morning. Be available to process the day with the men as opportunity provides and assist with conflict when needed. This position would be around 19 hours a week.

6) Grace House Night Monitor – This is a sleeper position, and compensation is room and board. The times required are: Monday – Thursday from 9 p.m. – 8:45 a.m. (Can be flexible with Lifegroup night), Friday at 11 p.m., Saturday from 11 p.m. – 8:15 a.m. and Sunday from 9 a.m. – 8:15 a.m. This person will also be responsible for assisting as a back-up for coaches in crisis situations (rarely happens) during your time on.

7) 2 Junior High Associate Youth Pastors – These individuals will actively participate in prayer, collaboration, planning and strategizing with youth staff, as well as assist with overseeing special events, mission trips, etc. Provide pastoral oversight to students, parents and leaders, and help coordinate weekly services. This is a part-time position (20 hours a week).

8) Youth Worship Leader and Service Coordinator – This person will be responsible for leading worship and worship team(s) for junior high and high school services, as well as assist in the development and production for weekly services. Actively participate in prayer, collaboration, planning and strategizing with the youth staff. Build relationships with students and actively participate in youth leadership team pre-meetings and other gatherings.

To apply for any of these positions, please email resumes to HR@antiochcc.net. Please keep in mind that all Antioch employees must be actively involved in the life of the church, meaning they attend a Lifegroup and weekly service.

Baskin Robbins - 2 Positions Available

1) Sales Staff - Sell Ice Cream, clean the store and welcome customers.

2) Cake Decorator - Build, frost and decorate ice cream cakes.

To apply, pick up an application from the store at 1547 Wooded Acres Drive.

Contact: Travis McWhorter // travis-mcwhorter@aminternational.org

Baylor Parents Network – 2 Positions Available

1) Assistant Director - Assist director by engaging volunteer leadership of parent groups across the U.S., attending meetings and events, assisting with overall planning and direction of the Baylor Parents Network (BPN) organization and more. Bachelor's degree and two years of experience required.

2) Project Coordinator – Details for this position can be found at jobs.baylor.edu.

To learn more or to apply for either of these positions, visit jobs.baylor.edu.

Contact: Gail Offringa // gail_offringa@baylor.edu

Brough Behavioral Consulting – 3 Positions Available

1) Board Certified Behavior Analyst – BCBA duties would include, but are not limited to, positively impacting the lives of individuals on the autism spectrum and their families by providing assessments, creating treatment plans and monitoring, verbal behavior program development and training of staff.

Coordination of services with families, school and other team members. Must hold current BCBA certification and supervision requirements.

2) Board Certified Associate Behavior Analyst - BCaBA duties would include, but are not limited to, positively impacting the lives of individuals on the autism spectrum and their families by providing assessments, creating treatment plans and monitoring, verbal behavior program development and training of staff while under the direct supervision of a BCBA. Must hold current BCaBA certification and supervision requirements or be working toward certification.

3) Registered Behavior Technician - RBT provides direct one-on-one behavioral interventions to teach communication, social and daily living skills, and reduce problematic behaviors in the home, school or community settings. Behavior techs work directly under the supervision of a BCBA or BCaBA and utilize interventions based on the science of Applied Behavior Analysis.

Apply by contacting Katy Brough.

Contact: Katy Brough // brough.behavior@yahoo.com or (903) 312-1315

BYOT Auto Parts - 2 Positions Available

1) 2 Parts Sales Professionals – Sales professionals will be in charge of providing general customer service, directing customers to correct vehicles using our interchange database, selling used auto parts and used automobiles.

Apply by emailing resume to Lthomas@byotautoparts.com or call 254-829-5100 and ask for Shane.

Contact: Lance Thomas // Lthomas@byotautoparts.com

Collaborist - 2 Positions Available

More about Collaborist - Collaborist is an early-stage startup focused on creating Kingdom impact at scale. We believe the potential to create a better future is all around us, and the resources needed to make it happen are just as close. Our technology bridges the gap between ideas and their impact by discovering hidden resources within existing networks, and we're looking for smart creatives to join the tribe and lean into something big. If you want to navigate uncharted waters at the intersection of emerging technology, social impact and Kingdom principles, we want to talk to you.

1) Full Stack Software Developer - Competent and comfortable across the stack, we need your critical thinking and ingenuity to build next-gen web applications and server-side architectures as we pioneer a unique approach in the social capital space. Bring your creativity and attention-to-detail and be ready to own your solutions - we're looking for talented developers who want critical roles in a hyper-growth, far-reaching pursuit.

2) Product Manager - As the bridge between technical and business worlds, we need your creativity and entrepreneurial drive to help define product vision and strategy, understand customer needs, develop product requirements and work closely with our engineering team to deliver high-impact solutions. We're looking for diligent, servant-leaders to represent the voice of the users and take ownership in meeting their needs.

If you are interested in either of these positions, please email info@collaborist.com and give us a quick overview of your background and why you're interested.

Contact: Brian Anderson // brian@collaborist.com

Communities in Schools in the Heart of Texas - 2 Positions Available

1) Full-Time AmeriCorps Member – Communities in Schools is a nationwide dropout prevention program and our AmeriCorps members provide intensive mentoring for students K-12. Our AmeriCorps members provide academic, social and behavioral support for students and serve within local school districts on school campuses. The position is for an 11-month term of service (August-June) and members receive an annual living allowance. In addition to the annual living allowance, upon successful completion of the 11-month term, you will receive an education award to use for future college education or to pay off student loans. The work schedule is 40-45 hours per week, Monday – Friday from 8 a.m. – 4 p.m., with a few optional night and weekend opportunities. You must be 18 or older, have a high school diploma or GED and be a U.S. Citizen or lawful permanent resident. Must also pass required background check.

2) Part-Time AmeriCorps Member – This position is for an 11-month term of service (August-June) and members receive an annual living allowance. In addition to the annual living allowance, upon successful completion of the 11-month term, you will receive an education award to use for future college education or to pay off student loans. The work schedule is 20-25 hours a week, Monday - Friday with a flexible schedule within the normal school day hours, and a few optional night and weekend opportunities. You must be 18 or older, have a high school diploma or GED and be a U.S. Citizen or lawful permanent resident. Must also pass required background check.

Applications can be found at www.cishot.org. You can also apply by emailing Meredith Donovan.

Contact: Meredith Donovan // mdonovan@cis-hot.org

Family Abuse Center - 1 Position Available

1) Resident Advocate - Part-time position working in a domestic violence shelter. Shifts are from 6 a.m. - 2 p.m., 2 p.m. - 10 p.m. and 10 p.m. - 6 a.m. The shelter is open 365 days a year and 24 hours a day. Resident Advocates usually work two - three shifts a week, could be weekends or overnight. See our website for more details at www.familyabusecenter.org.

Apply by emailing your cover letter and resume to jennifer.mikeska@familyabusecenter.org

Contact: Kathy Reid // kathy.reid@familyabusecenter.org

Fuego - Multiple Positions Available

1) We are looking to hire kitchen and front of the house team membership. I'd love to have Kingdom minded people who want to help us make disciples and give our guests a legendary experience.

If you are interested in learning more about the available positions, please email Chris DeLeenheer directly.

Contact: Chris DeLeenheer // Chris@rydellholdings.com

GENCO Federal Credit Union - Multiple Positions Available

1) Part-Time Tellers – We are looking for happy and friendly tellers that can provide great service to our credit union members. Tellers will be a part of cash handling, check handling, loan payment processing and more. Shifts will be from 11 a.m. - 3 p.m., Monday thru Friday and Saturdays 9 a.m. – 1 p.m. Job location is in Lorena, TX.

Visit gencofcu.org to complete an application and email resume to drodriguez@gencofcu.org.

Contact: David Rodriguez // drodriguez@gencofcu.org

Home Repair - 3 Positions Available

- 1) Handyman – Would be in charge of installation of crown molding and baseboards
- 2) Septic Repair – Would need to investigate and repair lateral lines
- 3) Roof Repair – Will be in charge of isolating and repairing roof leaks

Apply by calling Tim at 254-640-8907

Contact: Tim Childress // childress.tim@gmail.com

IT Works – Multiple Positions Available

- 1) Distributor - Looking for motivated individuals dedicated to working above and beyond, with a smile to join my team! The distributor position includes selling and marketing It Works products.

To apply, contact Josephine Rodriguez.

Contact: Josephine Rodriguez // josephinerodriguez42@yahoo.com or (254) 749-3675

Legacy Shooting Products - 1 Position Available

- 1) Production - Position includes finishing woodwork (lacquer and other finishes), assembly, packing and shipping of our products. Currently this would be part-time with variable hours, 10-25 hours per week.

Apply by calling Wade Loudamy at (254) 315-0417. Please call after 5 p.m.

Contact: Wade Loudamy // Wloudamy@yahoo.com

Magnolia Market - 3 Positions Available

- 1) ERP Administrator - The Magnolia ERP Administrator will support the Business Analysis and Development operations by completing projects to enhance the process and procedures of Magnolia's departments and internal functions.
- 2) Restaurant General Manager - The Restaurant General Manager for Magnolia is an ambassador who leads all aspects of the restaurant. This ambassador delivers a high-quality menu and motivates our staff to provide excellent guest services in all areas of the restaurant. They are responsible for maintaining revenue, profitability and quality goals. Ensuring efficient restaurant operations as well as maintaining high production, productivity, quality and guest service standards.
- 3) Groundskeeper - A Groundskeeper is responsible for maintaining the grounds of the Magnolia Silos property in addition to providing excellent customer service to all guests.

To apply for any of these positions and for a full list of available jobs, visit magnoliamarket.com/careers.

Contact: Magnolia Human Resources // hr@magnoliamarket.com

Noah's Ark Preschool at Central Christian Church - 1 Position Available

- 1) Preschool Director - The Central Christian Church Noah's Ark Preschool program offers a Christian environment in an extended family atmosphere. It is the intent of the program to provide structured learning opportunities fostering development of the whole child from birth to five years. The director administers the Noah's Ark Preschool program as called for in the Texas Department of Family and Protective Service Minimum Standards for Child Care Centers, including overseeing the registration process, obtaining accurate enrollment information, maintaining health immunizations

records, keeping accurate records of daily attendance, maintaining proper teacher/child ratio and more. See application for the complete job description and applicant requirements.

Apply in Person at 4901 Lake Shore Drive in the Church office or email info@cccwaco.org for an application.

Contact: Sharon Becerra // sharon@cccwaco.org

Property Works - 2 Positions Available

1) 2 Full-Time Lawn Care Professionals - Must have commercial lawn care experience and references.

Starting pay is \$8/hour and lunch is provided. Applicants with felonies are accepted.

To apply, contact Curtis at (254) 230-8833 or email resume to propertyworks@hotmail.com

Contact: Curtis Rothe // propertyworks@hotmail.com

REFIT® Revolution - 3 Positions Available

1) Operations Manager - The operations manager will plan, direct and coordinate the operations of the organization. They are responsible for ensuring and improving the performance, productivity, efficiency and profitability of departmental and organizational operations through the provision of effective methods and strategies. Visit refitrev.com/careers for a more detailed job description and list of responsibilities.

2) Creative/Visual Design Director for RECON 17 - Do you love Pinterest and planning? Here is an exciting job opportunity to work with a national fitness convention, RECON 17, as a Creative/Visual Design Director. This highly creative individual must be able to create, plan, coordinate and execute the aesthetic and creative visuals for RECON 17. Residing in Waco is not a requirement, but this individual must be able coordinate, communicate and manage the project regarding timelines, deadlines and required meetings. The estimated length of this job/project is 8 weeks prior to RECON: November 10th - 12th at the Renaissance Hotel in Dallas, TX. *Please include your salary requirements when applying for this position.

3) Part-Time Graphic Design Intern - We are seeking a part-time graphic design intern to join our team. The Graphic Design Intern will possess a strong desire to flex their creative muscles while gaining branding and design experience. This is a project driven, part-time position (5-10 hours/week) that has a lot of flexibility. Qualifications include:

- Creative, deadline oriented, takes direction well
- Proficient in Adobe Creative Suite (Photoshop and Illustrator)
- Understanding of the brand, vision, goals and voice of our organization

Apply by emailing resume to hello@refitrev.com. If applying for the Design Director or Graphic Design Intern position, please include your design portfolio.

Contact: Catherine Ballas // catherine@refitrev.com

Reiss Group, LLC – Multiple Positions Available

1) Website Project Manager - We are looking for tech savvy individuals who will help small to medium businesses by taking down project requirements, provide recommendations from our industry best practices playbook, setting up theme based website and provide ongoing customer support. Ideal candidates will have strong technical skills, an eye for great design and a passion for doing things with

excellence. Strong preference given to candidates with experience building websites (custom or theme based).

2) Various Positions - We're always looking for great designers, developers, project managers, WordPress experts, Shopify experts, marketing experts, SEO experts, salespeople, etc. to join our team! If you'd enjoy working for the best web agency in Central Texas, please contact us.

To apply, for the website project manager position specifically, visit reissgroup.com/apply or email resume to mike@reissgroup.com.

Contact: Mike Reiss // mike@reissgroup.com

Salvation Army - 3 Positions Available

1) Director of Development - Plans, develops, implements and oversees all fundraising activities for the organization based on a formalized fund development program with a marketing strategy that assures adequate funding for shelter operations, services, programs and special projects. Directs activities of the fund development department and promotes the organization within the community to ensure a broad base of funding resources.

2) Desk Monitor - Monitors the activity of RRC residents on an assigned shift ensuring safety, security and compliance to the house rules. Maintains accurate and complete records and logs containing pertinent information.

3. Volunteer, Public Relations and Special Events Coordinator - Plans, develops, coordinates, manages and monitors all public relations, volunteer and special events activities related to the Area Coordinate. Recruits, trains, coordinates and monitors the work of volunteers to ensure ample staff support to meet program needs. Plans and monitors all Salvation Army special events; serves as a Salvation Army Social Media representative or spokesperson as directed, and writes and submits news and press releases and other marketing functions.

To apply, visit: <https://secure.sterlingdirect.com/jobboard/default.aspx?JOBBOARDID=89&JobSearch=1>

Contact: Christian Tucker // christian.tucker@uss.salvationarmy.org

*Christian also serves as a Job Specialist in Waco. Feel free to contact him for other job opportunities in our area.

Sometimes Spouse - 2 Positions Available

More about Sometimes Spouse - Sometimes Spouse is a unique business, that houses two service industries under one business umbrella. Sometimes Spouse has the handyman side, and the household services side. We are looking forward to expansive growth throughout the state of Texas this year, and we are looking for well-spoken individuals to join our team. If you are looking for a company that puts family first, and helps you grow as an individual, and make a difference in others' lives, Sometimes Spouse might be for you.

1) Branch Manager - Sometimes Spouse wants someone with handyman, sales, marketing and management experience, willing to work and is self-motivated. Sometimes Spouse is looking for someone who believes in themselves, and the business model, that can share this amazing opportunity with others. Looking for an individual with public speaking skills, and must have sales experience. Branch Operations experience preferred, but not required. Sometimes Spouse is looking for someone to do marketing and sales, hire and supervise employees and run the operations of the branch. A

branch development manager will be running the day to day operations in a specific area. We train you to run your business, so if you are looking for a job, this isn't for you. If you are looking for a change, and you want to be involved in building something, this is for you!

2) Franchise Development - Sometimes Spouse is focusing on growing throughout DFW, Austin, Houston, San Antonio and surrounding areas. Sometimes Spouse is looking for explosive growth throughout Texas this year, with more than 180 franchises to be sold in 2017. Sometimes Spouse wants someone with franchise development experience, willing to work and is self-motivated. Sometimes Spouse is looking for someone who believes in themselves, and the business model, that can share this amazing opportunity with others. Individual must have sales experience. Franchise Sales experience preferred, but not required.

To apply for Branch Manager position, send resume to humanresources@sometimespouse.com. To apply for the Franchise Development position, send resume to development@sometimespouse.com.

Contact: Crystal Stewart // crystal@sometimespouse.com

Sparkling Homes and Offices - 1 Position Available

1) Team Leader – The team leader is responsible for transporting the cleaning team in the company van to each home. This position requires someone to be able to use the GPS on their phone to direct the team to each home. The team leader must have good people skills, and be able to talk to the clients upon arrival. They will perform various cleaning duties along with supervising the workers as they clean each home. Must be detail oriented and able to walk through each home to spot things possibly missed by the cleaning team. Bilingual applicants preferred, but not required.

Apply by emailing resume to angelatallman7@gmail.com

Contact: Angela Tallman // angelatallman7@gmail.com

Tractor Supply - 2 Positions Available

1) Material Handler - The Material Handler will perform any and all of the tasks to receive store, inventory and ship merchandise in a manner that meets company standards for accuracy, safety, security, productivity and quality

2) Supervisor - This position is responsible for establishing daily production goals within the Distribution Center and monitoring standards to improve performance. The Supervisor will lead and manage a staff of hourly team members.

For full job descriptions and to apply, visit tractorsupply.jobs

Contact: Zach Depew - General Manager // zdepew@tractorsupply.com

Visiting Angels - 3 Positions Available

1) Caregivers - People that love the elderly and would like to earn \$9 - \$10/hour by providing care for the elderly and disabled in Central Texas. Apply in person at 1514 Austin Avenue, Waco, TX 76701

2) Office Support – Seeking people with excellent communication and organization skills, a strong work ethic and wanting to earn 30k - 50k annually managing caregivers that help the elderly and disabled in Central Texas. Email resumes to jneubert@visitingangels.com

3) Directors - People willing to leave the Central Texas to manage a Visiting Angels office around the United States for 50k - 250k. These people must be self-starters, entrepreneurial, outgoing,

hardworking and have excellent organizations skills. Apply by emailing resumes to
bwilson@visitingangels.com

Contact: Brian Wilson // bwilson@visitingangels.com

Waco Home Organizers - 3 Positions Available

1) Organizing Assistant - Provide in-home organizing, downsizing and unpacking services to clients transitioning into or out of the area. Assist with donation haul-offs, strategy for getting rid of things and connect with community resources as needed. Also, assist with in-office workshops where we provide paper organization classes, digitizing memorabilia workshops, vital records, emergency preparedness prep sessions and more!

2) Organizing Team Lead - Lead in the following and coordinate assistants who: Provide in-home organizing, downsizing and unpacking services to clients transitioning into or out of the area. Assist with setting up donation haul-offs, strategy for getting rid of things, and connect with community resources as needed. Also lead in-office workshops where we provide paper organization classes, digitizing memorabilia workshops, vital records, emergency preparedness prep sessions and more!

3) Shelf-Liner Assistant - Measure, cut and install shelf liner into new homes as clients are moving into the area and we begin unpacking their belongings.

Apply for all three positions at hollysoutherland.com/apply

Contact: Holly Southerland // organize@hollysoutherland.com