

PAYCHECK NEWS

July 13, 2001

Staff is encouraged to use the Paycheck News for communicating events or personal items to employees of CAO. Deadlines for submitting announcements is Tuesday noon prior to payday. Contact Carol Hadley at 503-693-3252, or save your item to I:\Common\paydenus. Please note the origin of any reprinted material. All items must be accompanied by the author's name.

MARK YOUR CALENDARS FOR THE CAO PICNIC

Submitted by Winnie Althizer

The CAO picnic is August 17th (that's a Friday) from noon to 4:30 in Shute Park. We'll have games for the kids (maybe the adults too) and a great BBQ. We will be sending out requests for "pot-luck" dishes too (so many great cooks at CAO that we want to sample it all). If you have ideas about entertainment (cheap, like no cost) or games, or??? please let me know.

COMMUNITY ACTION "AT A GLANCE" TOURS BEGIN JULY 12TH!

Submitted by Melissa Campbell

Have you ever been asked by a family member or by a friend, "So where do you work anyway?" or "What is Community Action?" Well, here's your chance to tell them! Starting this month, we will be holding "At a Glance" tour events twice a month at both our main location as well as at some of our program sites in other areas of the county. July 12th will be our first run of our new pilot to showcase Community Action to members of the community who would like to know more about our work. Guests who attend will be briefed on Community Action programs and will get to take a tour of the program at which the event is located. Future "At a Glance" tours are scheduled for July 25, August 8, and August 16th (all at 7:30 a.m.) If you would like to invite someone to one of these events or would like to come yourself, please contact Melissa Campbell at x230 or at mcampbell@caowash.org.

ENERGY TIPS

Submitted by Joan Swanson, Energy Program

You may have received a discount coupon from your utility company for the purchase of compact florescent lights (CFL). There are some good reasons to use them:

- CFLs last 8 to 10 times longer than incandescent bulbs, think about not having to change that hard to reach bulb for 7 years.
- CFLs use ¼ of the energy as an incandescent. When you replace a 100 watt light with a 27 watt CFL you can save \$6.39 per year, that's \$35 over the life of the bulb. The initial cost is higher but you save \$ because it lasts longer and uses less energy.
- Use CFLs in fixtures that are normally on at least three to four hours a day to get the most savings.
- When you buy CFLs compare lumens produced rather than watts. Lumens are the amount of light produced; watts are the amount of energy used. Buy CFLs with 20% more lumens than the bulb to be replaced, since they may fade with age. For example: A 100 watt bulb produces 1,700 lumens, so replace it with a CFL bulb rated at 2,040 lumens.

SUMMER ENERGY TIPS

Submitted by Joan Swanson, Energy Program

SUMMER ENERGY TIPS: Refrigerators and freezers use between 140 and 200 kWh's per month. At the current price of \$.058 per kWh, that's between \$8 and \$12 per month to run your refrigerator.

Set your refrigerator at 38° to 40° - Measure the temperature with a thermometer. Adjust the temperature dial and check it again in an hour.

Move your refrigerator away from heat sources - Move the refrigerator away from heat registers and ovens if possible.

Clean your refrigerator coils - Vacuum the coils on the back or underneath your refrigerator. You may have to remove the bottom panel for access.

Unplug second refrigerator or freezer - You'll save \$8 to \$12 per month.

EMPLOYMENT OPPORTUNITIES

Submitted by Winnie Althizer

See this info at: [Common CAO Main/CAO Info/HR Resource/Current Job Desc](#)

<u>POSITION</u>	<u>DEPT</u>	<u>SALARY</u>
• Education Specialist	Community Based Child Care Full Day/Full Year	\$9.51-\$12.95/hr.
• Community Resource Advocate	Family & Community Resources, Hillsboro	\$8.93-\$11.90/hr.
• Family Adv. Child Dev. (several positions)	Child Development, all locations Part Day/Part Year	\$10.35-\$12.95/hr.
• HS Teacher I (Aide or Assistant) Part Day/Part Year Program	Child Development (Joanie Hagen)	\$7.61-\$9.51/hr.
• HS Teacher II (Lead) (several openings starting September)	Child Development (Joanie Hagen) Part Day/Part Year Program	\$9.75-\$12.95/hr.
• HS Teacher III (Supervisory or Mentor) (several openings)	Child Development (Joanie Hagen) Part Day/Part Year Program	\$12.95-\$14.36/hr.
• Opening Doors Project Coordinator	Family & Comm. Resources, Tualatin	\$11.91-\$15.88/hr.
• Head Start Operations Manager	Child Development	\$15.46-\$20.62/hr.
• Family Advocate - (reopen) Full Day/Full Year	Child Development	\$10.35-\$12.95/hr.