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August 28, 2020

**To: ALL STAFF**  
**From: Human Resources**

**POSITION AVAILABLE:**

Outreach Specialist to work 40 hours per week in Webster County Outreach Office located in Fort Dodge, IA. Requirements include excellent office and communication skills, data entry and computer skills, organizational skills and understanding of and interest in needs of low-income families. Bilingual a plus. For application and job description, visit our website at [www.udmo.com](http://www.udmo.com) or contact our HR Department, Upper Des Moines Opportunity, Inc., 101 Robins Street, Graettinger, Iowa 51342 (712) 859-3885. Position is open until filled. E.O.E.