



JOB POSTING

Resident Service Coordinator (seniors)

The SBNH Senior Program Resident Service Coordinator (RSC) is a full-time, 35 hour-week position that provides intentional supports and services to seniors on-site at O'Connor Way in South Boston. The position is supervised by the SBNH Senior Advocate/Program Director and works closely with the other members of the senior program team, including staff from South Boston Neighborhood Development Corporation (SBNDC), which manages the O'Connor Way and West Fourth Street buildings. The RSC is responsible for design, implementation and evaluation of high-quality, comprehensive senior programs that will enhance the daily lives of the residents while fostering inclusion, independence, and overall well-being. The RSC will be expected to engage with residents, complete needs assessments and regularly evaluate programs and services. Active participation in all partner relationship meetings will be expected along with regular internal and external communications that are transparent and clear. The staff will also work with management and maintenance to enhance residents' community living experience and overall quality of life at O'Connor Way.

Qualifications:

- Associate degree in psychology, counseling, or social work – working toward a Bachelor degree preferred AND/OR minimum of two years of experience working with seniors in a community setting
- Strong communication and organizational skills
- Ability to communicate effectively in English and Spanish, both orally and in writing, using proper grammar and vocabulary
- Provide proof of U.S. citizenship or legal resident alien status.
- Successfully pass a CORI and fingerprint check

How to Apply:

Qualified applicants should submit a cover letter and resume to:

Carole Sullivan, Senior Advocate/Program Director
South Boston Neighborhood House
136 H Street
South Boston, MA 02127
Or email Csullivan@sbnh.org