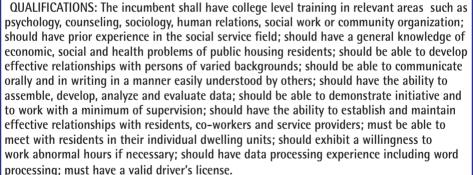
Seekonk Housing Authority RESIDENT SERVICES COORDINATOR

The Seekonk Housing Authority is seeking an experienced Resident Services Coordinator. Under the general supervision of the Executive Director, the Resident Services Coordinator provides a variety of resident support services to all Housing Authority families.

Duties include:

- Research and identify social service needs of Housing Authority residents and facilitate the development of strategies to address same.
- Provide information to residents concerning available community services of which they may take advantage.
- Monitor for quality and efficiency any services provided to residents by organizations and agencies with the prior sanction of the authority.
- Create new programs to meet the needs of residents.
- Provide leadership for programs to ensure proper administration.
 Research, prepare and submit grant applications for funding to provide services to residents.
- Recruit, train and provide work direction to volunteer service providers.
- Assist individual residents and families in resolving personal problems including securing of assistance from service providers.



TO APPLY: Please submit cover letter, resume and three references to

Attleboro Housing Authority Management Agent 80 South Avenue, Attleboro, MA 02703 or ahaadmin@attleborohousing.org

or fax: 508-222-4389

The position is open until filled.

Seekonk Housing Authority is an Equal Opportunity Employer