

B/S/S/T AREA AGENCY ON AGING

Notice of Vacancy **Posting Date: October 8, 2021**

Vacancy Information:

The Area Agency on Aging has the following vacant position.

Position: Active Living Center Manager

Classification: Senior Center Manager 1

Location: **Tioga County-Mansfield Active Living Center**

Type of Employment: Part-Time

Job Description: Coordinates, plans and directs recreational, instructional or educational activities for the Active Living Centers. Coordinates and directs the serving of congregate and home-delivered meals. Attends to the interests and needs of consumers participating at the Active Living Centers. Supervises volunteers and performs related activities to ensure the distribution of the Meals on Wheels-Endless Mountains Program.

ELIGIBILITY REQUIREMENTS:

Three months of experience in providing direct services in a human service, education or community based setting to the aging population or to individuals from various cultures and socio-economic backgrounds or to individuals who have physical, intellectual or emotional disabilities; or any equivalent combination of experience and training.

APPLICATION PROCEDURES:

All applicants for this position must submit a resume to Bridget Worthington, Contract Compliance Officer, at bworthington@bsstaaa.org or by writing to B/S/S/T Area Agency on Aging, Inc. 220 Main Street, Unit 2, Towanda, PA 18848 by **4:30pm on October 15, 2021**. Additional information may be obtained by contacting Bridget Worthington at (570) 265-6121.

Equal Opportunity Employer.

Positively impacting the lives of adults, veterans, and disabled across Bradford, Sullivan, Susquehanna and Tioga Counties by advocating and providing a network of resources that result in independence, choice and dignity