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To:	Internal Posting - YVEDDI Service Centers
From:	Kathy Payne, Executive Director Lisa Money, Senior Service Director 
Date:	May 18, 2017
Re:	JOB VACANCY
Position Title:	Senior Center Manager
Job Location:	207 East Hemlock Street, Yadkinville
Work Schedule:	Generally, Monday–Friday 8 – 4:30 Some evening work
Wage Range:	\$12.93 - \$15.52 DOE
Starting Date:	May 26, 2017
Job Objective:	The Senior Center Manager is responsible for the coordination and supervision of all activities at the senior center. Will actively participate in program planning and development and will supervise the day-to-day center operations and activities.
Education Requirements:	Bachelor's degree and/or equivalent high school diploma and three – five years' experience in elderly services.
Close Out Date	May 25, 2017
Contact:	HR Director, Janet Phillips at jphillips@yveddi.com or 336-367-3533 Employment Application available for download at www.yveddi.com

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