



Post Office Box 309, Boonville, NC 27011
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 Serving: Davie, Stokes, Surry, and Yadkin Counties

YVEDDI provides equal employment opportunities for everyone. No person shall be discriminated against because of race, religion, color, sex, age, national origin, disability, political affiliation or veteran status.

To:	<ul style="list-style-type: none"> ○ Interested Persons ○ N. C. Dept. of Commerce – Workforce (ESC) ○ Local YVEDDI Service Centers ○ Indeed.com
From:	Lisa Money, Senior Services Director Kathy Payne, Executive Director <div style="text-align: right;"><i>Kathy Payne</i></div>
Date:	April 08, 2021
Re:	JOB VACANCY
Position Title:	Senior Nutrition and Satellite Center Manager
Job Location:	Edward M. Armfield Civic Center 873 W 52 Bypass Pilot Mountain, NC
Work Schedule:	Generally, Monday through Friday, 8:30 A.M. until 4:30 P.M.
Wage Range:	\$12.00 - \$14.40 DOE
Benefits:	Health and Life Insurance, 12 paid holidays, Vacation and Sick Leave (paid time off), Retirement Plan. Optional accident, vision, dental, and LegalShield
Starting Date:	Immediately
Job Objective:	Management of congregate nutrition site and activities, coordinate home-delivered nutrition project, maintain enrollment for nutrition and senior center, order and receive meals, maintain records and reports for nutrition and senior center. Program planning, development, and supervision of day-to-day center operations, activities and events to ensure Certification of Excellence. Data entry and reporting.
Education Requirements:	High School Diploma, GED
Close Out Date	Until Filled
Contact:	Lisa Money 336.367.3522 or lmoney@yveddi.com Employment Application available for download at www.yveddi.com

Employment with YVEDDI is “at will”. You or YVEDDI may end your employment with us at any time for any reason within applicable state and federal laws. Drug Testing and Criminal Background Checks Required