Seniors Independent Services is accepting applications for two **Community** **Resource Coordinators.** The positions are **permanent part-time (12 hours per week), one each** for the Municipalities of Argyle and Prairie Lakes. The Coordinators are responsible for coordinating support services to seniors and persons with disabilities in order to maintain their independent living status. The Coordinators also identify existing resources, develop new services/programs, and act as a focal point for access to information and referrals.

**Qualifications:**

* Minimum Grade 12 or equivalent
* Experience working with seniors and/or persons with disabilities in the community
* Ability to establish and maintain good working relationships with seniors, the general public, volunteers and others
* Possess strong organization and leadership skills
* Possess good oral and written communication skills
* Basic computer skills
* Willing to work flexible hours
* Ability to work independently under a Board of Directors
* Supply own car and have a valid driver’s license
* Successful candidate will be required to have a Criminal Record Check and an Adult Abuse Registry Check

Deadline for applications is **September 30, 2020**

Please submit resume to:

Myrtle Nichols

Box 217

Glenboro, MB R0K 0X0

For more information, contact Myrtle at 204-827-3962 or email mrnichols204@gmail.com.