**Town of Shelburne**

**51 Bridge Street**

**Shelburne, MA 01370**

**(413) 625-0300 x.1**

Townadmin@townofshelburnema.gov

**TOWN OF SHELBURNE**

**SENIOR CENTER DIRECTOR**

The three-town Senior Center Consortium (Ashfield, Buckland & Shelburne) is seeking qualified applicants for the position of Senior Center Director to administer programs, seek and manage grant funds, and oversee vital components of the Center, which include social services, transportation, recreation, outreach, and connection to outside services. Manages staff (and accounts), works with the Councils on Aging, Senior Center Foundation, the Expansion Committee, Select boards, LifePath Meal Site Program, Franklin Regional Transit Authority and numerous volunteers.

Applicants must possess excellent communication skills, computer literacy, an Associate’s degree (BA preferred), and experience working with seniors, and social service agencies.

The 40-hour position includes a generous benefit package. A full job description is available on the Town of Shelburne’s website [www.townofshelburne.com](http://www.townofshelburne.com) or at the Shelburne Town Hall, 51 Bridge Street, Shelburne, MA.

Please submit a resume with cover letter to Town of Shelburne, 51 Bridge Street, Shelburne, MA 01370 Attention: Terry Narkewicz, Town Administrator

Deadline for submittal is March 30, 2020

The Town of Shelburne is an equal opportunity employer.