



COUNTY OF LEBANON

Job Announcement

Posting Date: December 30, 2022

Position:	Part-Time Senior Center Manager 1 (Leb-Maple Street)
Department:	Area Agency on Aging 710 Maple Street Lebanon, PA 17046
Available:	Immediately
Bargaining Unit:	None
Hours:	Part-time up to 29.5 hours per week
Pay Grade:	NU10-1
Salary Range:	\$ 16.7682 Hour
Part-Time employee Benefits:	*Pension retirement plan

HOW TO APPLY

Applicants will be evaluated and screened by Civil Service on experience and training on the Civil Service website www.employment.pa.gov through the date noted on the website.

BRIEF DESCRIPTION OF DUTIES AND QUALIFICATIONS:

Senior Center Operators plan and coordinate programs for older adults in group settings. These would include, but not be limited to wellness programs, consumer education material, special meals, guest speakers addressing topics such as financial planning, insurance counseling, legal counseling, group outings to events, bus trips. These events could be planned on or off site, depending on the type of program/time of year. Center participants' lives are enhanced by participating in programs, which improve their physical, mental, and spiritual well-being.

MINIMUM EXPERIENCE AND TRAINING REQUIREMENTS:

- Must meet PA residency requirement.
- Three months of experience in providing direct services in a human services, 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.
- Must be able to perform essential job functions.

Application and resume submission options:

www.employment.pa.gov

Navigate to Open Jobs and apply for the Aging Care Manager 2, Area Agency on Aging Lebanon County.

Area Agency on Aging Lebanon County.
Charlene Keeney 717 273-9262, Ext. 5514, or
email Charlene.keeney@lebanoncountypa.gov for
additional information.

An Equal Employment Opportunity Employer