



**TOWN OF MARION  
EMPLOYMENT OPPORTUNITY  
COUNCIL ON AGING DIRECTOR**

The Town of Marion is seeking an energetic, compassionate, flexible and organized candidate for the position of Council on Aging Director. The Council on Aging Director oversees and supervises all activities and programs. Responsibilities include, but are not limited to, planning, developing, and implementing all services and programs for elders, preparing and planning budgets including grant proposals, supervising office support staff, planning and assisting in outreach services, and working with other Town departments, State, and regional agencies. Interested candidates should have a minimum of five years work experience with elders including a background in management, operations, staff supervision, and budget administration. Grant writing experience preferred. Proven track record building solid working relationships with individuals, community groups and government organizations. Bachelor's Degree in Human Services or related field preferred but will consider equivalent work experience. This is a part-time position, up to 30 hours per week. Salary is negotiable depending upon qualifications. Send resumes by January 29, 2016 to Town of Marion, Board of Selectmen, 2 Spring St., Marion, MA 02738. AA/EOE