

POSITION ANNOUNCEMENT

AKWESASNE HOUSING AUTHORITY “ROSS Service Coordinator”

(Full-time/Non-Exempt)
(Salary based on experience)

POSITION SUMMARY

Perform initial and periodic needs assessment to identify the supportive services required to improve the stability and quality of community life, wellness, health and education of current and future elderly tribal residents. Work with Housing Services staff, other tribal departments and outside service providers to connect tribal residents to appropriate supportive services.

QUALIFICATIONS

- Bachelor's degree in a business related field; or two-four years related experience preferably within the Akwesasne community.
- Must be professional, well organized and have a commitment to community service.
- Must be computer literate and able to develop program curriculum.
- Must have excellent oral and written communication skills.
- Must be able to understand and relate to Native American traditions, customs and socio-economic conditions,
- Successful completion of mandatory drug screening.

APPLICATION DEADLINE

Friday, August 12, 2016 – 4:00 p.m.

Please submit completed **Application, Resume and Cover Letter** to: Colleen Leaf, Human Resource Manager
Akwesasne Housing Authority
378 State Route 37
Hogansburg, New York 13655
Phone: (518) 358-9020

NATIVE PREFERENCE

*Detailed job description can be picked up at the Administration Office.
Resume and application available on website @www.aha-nsn.gov.*