

# **Announcement of Job**

JUNE 2017

- Position:** SITKA REGIONAL MANAGER, supervise field staff in home and community-based services for seniors and persons with physical or developmental disabilities. Supervises: 1 administrative assistant, part time services coordinator, four to six full time field staff, and up to 22 part time field staff.
- Company:** Center for Community
- Position Location:** Sitka, Alaska
- Compensation:** Starting: \$4,000 per month base, higher Depending on Education and Experience.
- Status:** Full time, exempt salaried class.
- Closing Date:** Immediate Opening, will continuously accept applications until position filled.
- Benefits:** Full time (40 hours per week) receives eight paid holidays per year, and 15 days of personal leave the first year. Group health insurance is available.
- Requirements:** Prefer human services degree and experience in delivery of human services, but must have at least AA degree and extensive experience. Must have supervisory experience, be fluent in current Office software programs. Valid drivers' license.

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**See attached detailed Job Description- starting on page 2-- for specific physical, educational, and other requirements for the REGIONAL MANAGER.**

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## **Application Process:**

Submit a completed and SIGNED **Job Application and detailed Resume** by email, in person, or by fax, to:

Center for Community  
Attn: Connie J. Slpe  
Email: [csipe@cfc.org](mailto:csipe@cfc.org)

Mail or in person drop off: 700 Katlian St., Suite B  
Fax: 907-747-4868

The standard Alaska Job Application is available at the bottom of the CFC JOBS webpage. Please notice that you can fill out the application form, print it, and then scan and email it to CFC. Or, you can fill in the form and then SAVE it to your computer and email it to CFC. However even though this application form shows an email icon (an envelope) at the top, this form cannot be emailed directly to CFC from the form's email icon.

**CENTER FOR COMMUNITY IS AN EQUAL OPPORTUNITY EMPLOYER.**