



Job Title:

Drop-in Center Program Coordinator

Location:

Albion, New York

General Responsibility:

25 hours per week with flexibility to fit needs of the program. Oversees the operation, quality and continued growth of the Drop-in Center which provides support to individuals with mental health challenges. Promotes mental wellness by facilitating opportunities to learn coping and life skills, reducing isolation, and fostering integration into the community. Candidate will coordinate activities, intakes, outreach, and complete administrative reports.

Requirements:

Bachelor's Degree preferred. Three years experience in the mental health or related field. Supervisory, program management experience required. Ability to think strategically, initiate and prioritize tasks. Clean New York State driver's license and criminal background checks required. Certification through Academy of Peer Services preferred.

Apply:

Submit a cover letter and resume to: Danette Turner via email, fax or first class mail. EOE

dturner@mhago.org

Mental Health Association of Genesee and Orleans Counties

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