



Program Coordinator, Holocaust Survivors Program

General Overview:

JSSA has an immediate opening for a Program Coordinator for our Holocaust Survivors Program. We are the only provider of Holocaust survivor services in the greater Washington DC area, serving more than 400 survivors and their families. Our Holocaust Program services include care management, referrals, transportation, socialization, emergency assistance, and access to a variety of services that promote dignity and independence. The Program Coordinator is responsible for ensuring service excellence and operational effectiveness; supervising staff; managing program budget with multiple funding sources to include grants, contracts and projects; and expanding visibility in the community.

Position Qualifications:

Qualified candidates will have at least eight years of progressive experience in program management and supervision. Successful candidates will have familiarity with clinical settings; knowledge of senior services, aging issues and proven expertise in serving the diverse needs of vulnerable populations. Ideal candidates will possess demonstrated leadership capacity and business acumen, management and program development; exceptional communication (both written and oral) and relationship building skills, and ability to work well under pressure and forge successful teams. Successful candidates will possess a Master's degree in Business, Public Health, Public Administration, Social Work or a related field. LCSW-C strongly preferred.

Location:

Montrose Office
6123 Montrose Road
Rockville, MD 20852

Apply Now:

Please submit the following application materials to careers@jssa.org:

- Cover letter with salary requirements
- Resume
- Contact information for 3 supervisory references

About JSSA:

The Jewish Social Service Agency (JSSA) has been helping people across the Washington metropolitan area meet emotional, social, and physical challenges for more than 120 years. A nonsectarian provider, we serve people of all religious backgrounds, races and ethnicities, helping the youngest child to the most fragile senior, from individuals to entire families. JSSA provides services and support to nearly 31,000 individuals a year through our wide range of counseling, educational, specialized employment, in-home support, hospice and nursing care, and social services. We are a growing Agency and strive to be an Employer of Choice. As such we offer a competitive salary and benefits package, a healthy work-life balance, collaborative team environment and many opportunities for personal growth and professional development. We pride ourselves on our mission to be the first place for the Jewish community, as well as the community at large, to turn for clinical and social services of the highest quality that sustain and nurture all who seek assistance. Learn more about us at www.jssa.org. We are an Equal Opportunity Employer. AA/M/F/D