



## **Caregiver Programs Administrator**

SeniorsPlus has an immediate opening for a full-time, 40 hours/week position for a Caregiver Programs Administrator. The position will provide caregiving support, information and assistance for care partners, education and training, and coordinate respite funds. This position will help to build awareness of caregiver issues in the community and participate in building partnerships.

With the client and caregiver, identifies options and assistance needed, provides information, including authorizations of respite services, training needs, and appropriate referrals to services and programs available within the caregiver's area. Provides counseling and ongoing caregiver support in person and via phone.

Qualifications include: Bachelor's Degree plus one year of community service-related experience. Must have a minimum of five years' combination of training, education, and experience in human services, social work, gerontology, health, insurance, or other related business field.

Interested candidates should submit a letter of interest including salary requirements to:

jobs@seniorsplus.org, or:

Human Resources  
SeniorsPlus  
8 Falcon Road  
Lewiston, ME 04240

*SeniorsPlus is an Equal Opportunity Employer*