

## **NUTRITION SERVICES MANAGER**

SeniorsPlus has an immediate opening for a Nutrition Services Manager working in our Lewiston office. This is a salaried, 40 hours/week position which provides daily program management for all nutrition programs, staff and volunteers. Is responsible for the coordination and oversight of enrollment in the Meals on Wheels home delivered meal program, congregate dining and voucher programs. Assists in development and implementation of new programs, policies and procedures, and supports the Nutrition Site Supervisors in Lewiston and Livermore to ensure the management of the kitchen and food delivery system for the Meals on Wheels program and social dining sites. Assures a high level of food quality, safety and sanitation is maintained according to agency, state and industry standards. Regular travel is required in the tri-county area.

**Qualifications include:** BA/BS degree in social services, food service systems administration, business management, or related field. 5 years' experience in program coordination, customer service, or related work preferred. Supervisory experience required. Demonstrated knowledge of Microsoft office and database software also required.

Interested candidates should submit a letter of interest including salary requirements and resume to: [jobs@seniorsplus.org](mailto:jobs@seniorsplus.org) or: Human Resources, SeniorsPlus, 8 Falcon Road, Lewiston, ME 04240.

**SeniorsPlus is an Equal Opportunity Employer**