



FOR IMMEDIATE RELEASE
May 16, 2024

Chelsea Senior Center Seeks New Assistant Director

Chelsea Senior Center (CSC) is hiring a new Assistant Director due to the recent promotion of Jennifer Smith to Executive Director upon Bill O'Reilly's retirement at the end of June.

The Assistant Director position is a full-time, salaried position. As part of CSC's leadership team, the Assistant Director will work alongside the Director in support of CSC's mission. The ideal candidate will be patient, caring, and will relate to seniors with understanding and compassion. The new Assistant Director will communicate effectively and respectfully and possess excellent reasoning, decision-making, and problem-solving skills.

The Assistant Director will have non-profit work experience, knowledge of human resource best practices, program implementation and staff supervision experience. Grant writing, fundraising, and development experience are a bonus.

The Chelsea Senior Center is recognized as the leading senior center in the region, providing a wide range of activities and services to seniors and their families throughout the region. To apply, please send your resume and cover letter to jsmith@chelseaseniors.org by May 31. In the subject line, please add Assistant Director position. For a full job description, visit www.chelseaseniors.org. No phone calls please.

Chelsea Senior Center (CSC) is a 501c3 nonprofit organization in Chelsea, Michigan. Its mission is to enhance the quality of life and well-being for area seniors and their families. Chelsea Senior Center is located at 512 Washington Street. Contact CSC at connected@chelseaseniors.org or (734) 475-9242.

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