



Linking Seniors & Services since 1974

SUBSTITUTE NUTRITION COORDINATOR

Peninsula Agency on Aging (PAA) is currently seeking applicants for the position of Substitute Nutrition Coordinator to coordinate the delivery of meals to seniors through the use of volunteers and work in the Senior Dining Clubs as needed.

Successful candidates will possess a general knowledge of meal service in a safe and sanitary manner; some knowledge of nutritional needs of older persons; ability to follow oral and written instructions; ability to use computers; proficient in Microsoft Word and Excel; skill in coordinating groups of volunteers to achieve departmental goals; ability to relate well with senior citizens and the general public.

Individuals age 60+ encouraged to apply.

Required Education: Any combination of education and experience will be considered.

Other Requirements: Valid Virginia driver's license and reliable transportation.

Hourly Rate: \$7.50 – \$8.68

Drug free workplace, Senior Friendly Workplace, AA/EOE

Please apply online at <http://www.paainc.org> - select "About Us" then "Employment Opportunities." Please submit resumes to cfo@paainc.org and complete the online application.