



# *Town of Walpole*

## *Commonwealth of Massachusetts*

**HUMAN RESOURCES**

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### **TOWN OF WALPOLE**

### **COUNCIL ON AGING DIRECTOR**

Seeking qualified applicants to work under the policy direction of the Council on Aging and receives administrative direction from the Town Administrator. Performs responsible, professional and administrative work initiating, developing and conducting programs which provide human and social services to Walpole elders. BA/BS in human services, social work or gerontology plus two years working with senior population. Experience in program development, budget preparation, grant writing and excellent organizational skills are required. Working knowledge of federal, state and local laws, practices and regulations regarding elderly programs. Must have good written and oral communication skills, management and leadership abilities along with the ability to exercise independent judgment and empathize with elders. Complete job description via website [www.walpole-ma.gov](http://www.walpole-ma.gov). Salary range \$61,033 - \$80,531. Send cover letter along with employment application and resume to Town of Walpole, Personnel, 135 School St, Walpole, MA 02081. Position will remain open until filled. AA/EEO