



## Job Posting 11/13/09

### Program Supervisor

Adult Programs—FT—Nights and weekends required

#### **Essential Functions:**

Plans and implements the social, recreational, and independent living skills programs under the direction of the Program Manager. Has broad knowledge of principals and practices of special recreation and developmental disabilities.

Oversees development of curriculum and/or activity plans for all assigned programs.

Coordinates classes, activities, facility usage and van routes. Supervises activity instructors, volunteers, and interns within specific programs.

Act in a professional manner, observing member rights and confidentiality.

Email resume along with cover letter to [jen@centerforenrichedliving.org](mailto:jen@centerforenrichedliving.org) by 12/01/09