

Advertisement for Director

We are seeking a part time Director for the 40 West Assistance & Referral Center, a 501(c)3 ecumenical nonprofit charitable organization providing crisis assistance services, including food, and assistance with rent and utilities to those in need in the western part of Baltimore City. We are located at St. Bartholomew's Episcopal Church, 4711 Edmondson Avenue, Baltimore 21229. The Director is responsible for the overall operations of the Center, including managing the volunteer staff, asset protection, and marketing/public relations for the Center. The position currently requires 20 hours per week. The Director must be able to provide a welcoming and compassionate atmosphere for clients and possess the education, skills, knowledge, and experience in business, nonprofit, operational and financial management necessary to direct a growing crisis assistance agency. For full job description and further information, visit the Center's website at www.40west.org. For priority consideration, applications must be received by January 15, 2017. Send cover letter and resume and/or inquiries to Mrs. Glorius M. Sullivan, Chairman of the Board at gmsullivan40@gmail.com.