



DEPARTMENT: Housing and Community Development

POSITION: Community Program Coordinator

TYPE: Full Time

SALARY: \$33,990

BENEFITS: Full time benefit package

CLOSING DATE: Open Until Filled



Overview: We are Salisbury, Maryland, and our town was born from the headwaters of the **Wicomico River**. This special place, nestled squarely between the beaches and the bay, has been attracting people to its stunning location for almost **300 years**. Now one of the largest cities on the peninsula, Salisbury serves as the **Capital of the Eastern Shore**, combining vibrant economic opportunity, quality public education, world-class healthcare, reinvigorated environmental stewardship, globally known corporations, and an energetic and inspiring team of community leaders, to chart its own course, and craft a sound plan for its future.

Department: The Housing and Community Development Department is made up of three different departments: Code Enforcement, Neighborhood Relations, and Housing First. These three functions of HCDD are all supported by and work closely with the Community Development Grants and Finance segments of the City to achieve a better Salisbury for today and the future to come.

Profile: The Community Programs Coordinator (CPC) will support the Community Relations Manager in identifying and implementing evidence-based programs and practices in the City's Community Centers and neighborhoods. The CPC will also serve as staff support to the Youth Development Advisory Committee (YDAC), in particular its executive committee and Salisbury Youth Civics Council (YCC). The CPC will assist the Housing and Community Development Department in the direct operational oversight of the of the community centers. The CPC will also research and assist in applying for grant funding in order to support the operation of the City's community centers and its partners.

Preferred Education: An associate's degree, bachelor's degree preferred, or equivalent combination of education and experience.

Preferred Experience: One (1) to Three (3) years of experience in the field of community/youth engagement and/or community/youth programming.

Requirements/Certifications: N/A

How to Apply: Submit City application, cover letter, driving record and resume to the following address or apply online at www.salisbury.md/apply

City of Salisbury HR, 125 N. Division St., Salisbury, MD 21801 jobs@salisbury.md; 410-548-1065; fax: 410-548-3748