



**THE  
SHARING  
COMMUNITY INC.**

P.O. BOX 657, YONKERS, NEW YORK 10702

FOUNDED IN 1983 BY ST. PETERS ROMAN CATHOLIC CHURCH & ST. JOHN'S EPISCOPAL CHURCH

# Please Post

THE SHARING COMMUNITY, INC. is a dynamic, minority-controlled, church-sponsored (but separately incorporated), multi-service community-based organization. Currently we operate over 19 programs that offer the widest possible continuum of care to the homeless, hungry and ill residents of southwest Yonkers - from emergency shelter and food programs to street and community outreach as well as transitional and permanent housing. We are seeking to fill the following position(s):

## Site Supervisor-Per Diem position Travers House

Job Description	The Site Supervisor(s) at Travers House is/are responsible for the security, repair, and cleanliness of the building, its equipment, and systems, and assures the comfort and security of its occupants. She/he monitors access and egress, negotiates interpersonal disputes, arranges the serving of meals, administers occupant mail and messages, and all other activities of daily living. She/he intervenes in emergency situations.
Requirements	Either: (a) Bachelor's degree and 1 year experience in human service delivery, (b) High school diploma and some post-secondary education plus 3 yrs experience, or (c) satisfactory equivalent combination. Must be familiar with issues of HIV/AIDS, substance abuse, and mental health; have good written and oral communication skills; have some mechanical/engineering understanding; and be able to work effectively with a poly-diagnosed population. Must have a NYS driver's license.

REPORTS TO	HOUSE MANGER
EMAIL	HR@thesharingcommunity.org
FAX	914/969-7877
DATE OF POSTING	OCTOBER 12, 2017

*THE SHARING COMMUNITY, INC. IS AN EQUAL OPPORTUNITY EMPLOYER. ALL QUALIFIED APPLICANTS WILL RECEIVE CONSIDERATION WITHOUT REGARD TO RACE, AGE, RELIGION, COLOR, NATIONAL ORIGIN, SEXUAL ORIENTATION, NONDISABLING PHYSICAL OR MENTAL DISABILITY, OR OTHER NON-MERIT FACTORS*

**Only those candidates determined to be best qualified will be contacted to proceed in the selection process.**