

## Help Wanted

The Town of Newstead is seeking a part-time qualified person with a minimum high school diploma to fill the position of Senior Services Assistant, reporting directly to the Director of Senior Services.

The candidate must be willing to work flexible hours (must be available to work hours from 7 am till 3:30 including some weekend and evening hours) and to supervise previously planned programming and day to day events at the Senior Center. The assistant will be required to ensure all regulations pertaining to the Erie County Stay Fit Dining Program and the SilverSneakers Program are adhered to and to assist participants with any and all related applications at the Center and ensure proper procedures for financial matters are followed. The duties also include ensuring walkways are kept safe & clear in inclement weather and light housekeeping responsibilities as necessary.

Interested candidates should submit a resume no later than August 15, 2014 to: Town of Newstead, Attn: Director of Senior Services, PO Box 227, Akron, NY 14001

The Town of Newstead is an Equal Opportunity Provider & Employer. Complaints of discrimination should be sent to:  
USDA Director, Office of Civil Rights, Washington DC 20250-9410