

WEST HOLLYWOOD The Creative City



Social Services Supervisor

Salary range is \$7,307 to \$9,338 monthly—plus excellent benefits!

Since its founding, the City of West Hollywood has maintained an unparalleled commitment to addressing the needs of our community, as indicated by the \$4.2 million the City commits annually toward social services for those in need of support. We invite you to be part of our nationally-recognized team of Social Services professionals, who provide detailed oversight of these services to guarantee their quality and effectiveness.

The position of Social Services Supervisor works under the direction of the Social Services Manager to provide leadership and guidance to professional-level staff both inside the organization and at a wide variety of non-profit agencies that are contracted to perform social services in the community. This position requires a strong background in oversight and administration of complex social services programs, as well as extensive skills in managing contracts and overseeing performance for multiple agencies. The ideal candidate will have experience representing an organization through effective community engagement, conducting outreach to serve varied populations, and recent experience working with the LGBT and Senior populations.

The City of West Hollywood is an exciting and positive place to work. We embrace diversity, encourage creativity, and reward dedication to our most important goal, which is responding to the unique needs of our local community.

Requirements: Bachelor's degree from an accredited four-year college or university in a related field; Master's degree is preferred; and, six to seven years of progressively responsible related experience; or any combination of education training and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job.

Applications are due **March 28, 2014 by 4:00 pm.**

Applicants must submit a City job application and answer supplemental questions. To apply and view detailed job information please visit

www.weho.org/jobs AA/EOE

If you have questions or need special accommodations with the recruitment process, please contact Conrad Corral at (323) 848-6318 or cacorral@weho.org

