

Catholic Social Services is an anti-poverty agency whose goal is to empower people with the tools they need to reach their full potential. We focus on improving the quality of life of people of all faiths and backgrounds during some of the most vulnerable times of their lives. The staff is deeply connected to the mission, vision and values of the organization. It is the lens by which we provide our services, guided by our core values of impact, compassion, courage and excellence. The ideal candidate demonstrates these values in their action and work with the client and peers.

We currently have openings in Administration, Development and Communication, Supportive Service, Senior Companion and Our Lady of Guadalupe. A full list of responsibilities and qualifications can be found on our website at [www.colscss.org](http://www.colscss.org).

#### **Chief Operating Officer (CFO) \*NEW position\***

The Chief Financial Officer is responsible for leading Catholic Social Services' Accounting, IT, Risk and Asset Management efforts. Reporting to the President and forming an integral part of the Catholic Social Services executive team, the Chief Financial Officer provides strategic and operational insights to the CEO and the board to continuously improve CSS' programs and mission effectiveness.

Requirements: Bachelor's degree in Accounting, Finance or related field: CPA or MBA preferred. Five or more years of senior level financial Management experience in an affordable housing organization.

#### **Supportive Services Social Worker / Case Manager**

The Social Worker assists seniors, age 60+ residing in Licking County, to help them remain independent in the community. Provides case management activities, assisting with application and maintenance of benefits, medical advocacy, financial management, housing resources and community service linkage.

Requirements: Bachelor's degree in social work and LSW required. Two years' experience working with older adults.

#### **Social Worker, Bi-lingual \*NEW position\***

Catholic Social Services is seeking a bi-lingual Social Worker to provide intensive case management services. The Social Worker aids Spanish speaking residents in the Westside of Franklin County.

Requirements: Bachelor's degree in social work and LSW required. Two (2) years' experience in case management. Bi-lingual in Spanish.

#### **Development Associate \*NEW position\***

This position is responsible for a variety of comprehensive development functions that correspond to the identification, cultivation, solicitation and stewardship of individual prospects and donors. Emphasis on the continuing development of donor pipeline by aligning philanthropic interests of the individuals served with the mission of Catholic Social Services (CSS).

Requirements: Bachelor's degree preferred. Three (3) years' experience in non-profit fundraising.

#### **Volunteer Coordinator / Recruiter**

The Volunteer coordinator will recruit, conduct orientations, schedule and coordinate the Senior Companions assigned to locations in Franklin and Delaware County. The Senior Companion Program is a part of Senior Corporation. Senior Corporation is administered by the Corporation for National and Community Service, the federal agency that improves lives, strengthens communities, and fosters civic engagement through service and volunteering.

Requirements: Bachelor's degree in human services or related field, preferred. Experience working with the senior population a plus. Experience recruiting, networking and conducting orientations and training.

*Catholic Social Services is an Equal Employment Opportunity, Affirmative Action Employer and is committed to building a diverse and inclusive workforce to reflect and provide culturally responsive services to a diverse community.*

Please submit cover letter and resume to Terri Hurtt, Director of HR, [recruiting@colscss.org](mailto:recruiting@colscss.org)