



Area Agency on Aging
of Broward County

Intergenerational Program Coordinator

The Area Agency on Aging of Broward County (AAABC) is a nonprofit organization serving Broward County's senior residents, age 60 or older. The AAABC plans, develops, coordinates, and evaluates programs, funds services; and is the prime Advocate for residents of Broward County, Florida, 60 years of age or older. We are your one-stop source of information regarding services in Broward County, Florida, for seniors, persons with severe and persistent mental illness, ages 18 and over, their families, and caregivers.

The Intergenerational Program Coordinator coordinates the Intergenerational Companionship Program for the Area Agency on Aging of Broward County. The Coordinator oversees the Students and Seniors and serves as the liaison to the AAABC partner agencies.

The coordinator must have excellent communication and time management skills, be detail oriented, a good writer, and have the ability to collaborate with internal staff and external organizations and a wide array of age ranges and backgrounds. Accurate and detailed record keeping is critical and the ability to meet deadlines and write reports is required. Additional qualifications include:

- Bachelor's Degree in Education, Healthcare Administration, or Social Work. Related work experience may be substituted.
- Fluent in English with the ability to communicate effectively both orally and in writing; knowledge of Spanish and/or Creole, a positive.
- Computer literate and an advanced user of Microsoft Office Suite (Word, Excel, PowerPoint, and Publisher).
- Pass Level II Background Screening.
- Ability to travel throughout Broward County, using personal vehicle

Interested applicants should submit their resume via email to jobs@adrcbroward.org