

ESSEX HOUSING AUTHORITY

POSITION AVAILABLE

RESIDENT SERVICES COORDINATOR: Highly motivated Human Services professional needed to provide information, referrals, educational workshops, group services and individual case management to residents of the Essex, Topsfield, and Manchester Housing Authorities State Public Housing Elderly and Family Developments under the Resident Services Coordinator (RSC) Grant. This position will split time between Essex, Topsfield, and Manchester Housing Authorities. The incumbent for this position must have reliable transportation to travel between the three site locations.

RESPONSIBILITIES: The incumbent will provide the necessary resources to residents, access community-based services, support well-being, independence, and a positive living environment.

QUALIFICATIONS: College level training in social work, counseling or other related human service fields required, as are basic computer skills, willingness to occasionally work unusual hours and a valid MA Driver's License. Bi-lingual (Spanish/Portuguese/Italian) a plus, 18.5 hrs/wk. Salary: \$34,000. This is a non-benefit position; vacation and sick time are available. Position open till April 17, 2026, or until filled. This is a grant-funded position.

Please submit a cover letter & resume to: Essex Housing Authority, #1 Office, Chebacco Terrace, Essex, MA 01929 or through email to mhutton@ghama.com.

The Essex Housing Authority is an equal opportunity/affirmative action, section 3 employer. We value diversity and strongly encourage applications from individuals of all identities and backgrounds. All applicants will receive consideration for employment based on their experience and qualifications and will not be discriminated against based on race, color, sex, sexual orientation, gender identity or expression, religion, disability, age, veteran status, economic status, ancestry, or national or ethnic origin. We strongly encourage applications from Section 3 qualifying individuals, veterans, women, minorities, and persons with disabilities.