

East Missouri Action Agency, Inc.  
403 Parkway Drive, Post Office Box 308  
Park Hills, Missouri 63601  
A Community Action Agency.

**REQUEST FOR / NOTICE OF JOB ANNOUNCEMENT**

DATE OF REQUEST: 5/23/2023 DEPARTMENT: Women's Wellness Center

POSITION TITLE: Program Director PROGRAM: Family Planning/The Right Time

POSITION SUMMARY: The Program Director has understanding of and commitment to quality healthcare and excellence in customer service and demonstrates strong work ethic and dedication to job responsibilities with excellence. The Program Director is responsible for the overall management and leadership, coordination and advocacy, financial and personnel management.

ADVERTISE TO:  Public  Agency Banked  Both STATUS:  Exempt  Non-Exempt

LOCATION: Park Hills

GRADE LEVEL / STEP: IX AMOUNT: \$21.50

CLASSIFICATION:  Full-time  Part-Time  Temporary  Emergency

DAYS AND HOURS: Monday-Thursday 7:30 am - 5:00 pm

QUALIFICATIONS: Bachelor's Degree in Management, Social Work, or related field is preferred; however, consideration will be given to persons with Associate Degree in Management, Social Work, or related field and who also have 5 years of experience in the field.

TARGET DATE FOR EMPLOYMENT: 7/10/2023

APPLICATION PERIOD DEADLINE: 6/6/2023

BENEFITS: Benefits included after successful 90 day trial. Medical benefits available after 60 days.

SUPERVISOR'S NAME: Keri McCrory

PERSON MAKING REQUEST: Lucia Obergorner

[Signature] 5/23/23  Approved  Disapproved  
Program Director's Signature Date

[Signature] 5/23/2023  Approved  Disapproved  
Executive Director's Signature Date

APPLY TO:  
East Missouri Action Agency, Inc.  
Human Resource Department  
P.O. Box 308, 403 Parkway Drive  
Park Hills, MO 63601  
573-431-5191

Interviews will be held with leading candidates by appointment.

EMAA is an equal opportunity/affirmative action employer.