



Big Brothers Big Sisters
Of the Western Upper Peninsula

◆◆◆ NOTICE OF EMPLOYMENT OPPORTUNITY ◆◆◆

Program Coordinator / Case Manager
Gogebic & Iron (WI) Counties

Big Brothers Big Sisters of the Western Upper Peninsula, a program of the Good Will Farm Association, Inc., seeks an enthusiastic individual committed to the mission of providing one-to-one friendship, guidance and opportunities to children and youth.

The part-time, non-exempt position is 10 hours per week working with our Traditional Mentoring Program. Duties include coordinating one-to-one match relationships between volunteer mentors and children, interview and assessment of potential volunteers and families, creating outcome-based case plans focused on developing children's strengths, outreach and support to families, recruiting and supporting volunteers and collaborating with other human service organizations. The Program Coordinator also serves as an advocate for the Big Brothers Big Sisters' agency in the local communities assisting with program and agency capacity building.

A Bachelor's degree in social work, human services or a related field is required. Experience working with youth, managing programs and coordinating volunteers is helpful. Knowledge of non-profit organizations is beneficial.

If Making a BIG Difference in your Community appeals to you... Please send your resume and cover letter to:

Big Brothers Big Sisters
ATTN: Program Director
801 N. Lincoln Drive
Hancock, MI 49930

Email Address:
bbbs@goodwillfarm.com

Deadline for Application:
**Applications will be Accepted
until the Position is Filled**

Celebrating the JOY of Everyday Moments.

Little Moments... Big Magic!