

Housing Authority of the Seminole Nation of Oklahoma

Boys and Girls Club Program Coordinator

The Program Coordinator is responsible for the direct supervision of the children attending the BGC center. The Program Coordinator with the aid of the Program Manager will develop lesson plans, social activities, and daily schedules. The Program Coordinator also provides positive guidance and discipline, executes duties assigned by the Program Manager and other duties as assigned.

An application for employment can be found at hasnok.org. Submit your application, resume and a copy of your valid driver's license. Applicant will be subject to a nationwide background check, motor vehicle report, and drug screen. Please submit your information to: HASNOK, Attn: Administrative Officer, P.O. Box 1493, or 120 West 4th Street, Wewoka, OK 74884, or apply online at HASNOK.com or email <u>administrativeofficer@hasnok.org</u> (405) 257-6604. Position open until filled.