Service Coordinator
Humility of Mary Shelter, Inc. (HMSI) seeking qualified individual to serve as Service Coordinator for our Emergency Shelter Program to work with individuals experiencing homelessness. This position requires strong organizational and communication skills. Must have the ability to work independently with minimal supervision. Must have knowledge of all Microsoft Programs and public speaking skills. Attention to detail and demonstrated documentation skills a must. Seeking individual with understanding of social work ethics and principles, knowledge of local resources as well as an understanding of the homeless population. Schedule is Tuesday-Saturday 8a-430p. Bachelor’s Degree, preferably in Social Work preferred. Must have valid driver’s license and insurance. Please send resume to: Humility of Mary Shelter, 1016 W 5th Street, Davenport, IA 52802, ATTN Christie. This position will remain open until the qualified applicant is found.