



Mount Rainier Police Department

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Anthony Morgan
Chief of Police
February 26, 2019

JOB OPPORTUNITY- SOCIAL SERVICES COORDINATOR *Internal/External Advertisement*

The Mount Rainier Police Department has an immediate opening Social Services Resource Coordinator

The Mount Rainier Police Department is looking for an individual who will assist the community with finding public assistance and resources that are available through various local, county, state and Federal agencies.

The ideal candidate will have a Bachelor's degree in psychology, social services, or related field, knowledge of resources through county, state and Federal agencies, and be familiar with the Prince George's County Social Services Division.

Examples of the type of resources that might be required to obtain for citizens:

- Housing resources
- Mental health services
- Job counseling services
- Tax breaks for city residents
- Free tax preparation services
- Homeless shelter services
- Coordination of job fairs
- Call-A-Bus
- Animal shelters and free spay and neuter
- Immigration services
- Translation
- Monitor and contribute to social media accounts

The position requires 25 hours per week, including evenings and weekends. Scheduling is flexible depending on services necessary. Spanish speaking applicants are preferred but not required. Compensation is from \$17 to \$25 per hour commensurate with experience. Must be proficient in the use of various computer applications to include Microsoft Office.

Submit cover letter of interest and resume to dmercedes@mountrainiermd.org