



## **JOB ANNOUNCEMENT**

Hamilton-Madison House is seeking a part time Outreach Worker for its Chinatown Resource Center. The position will be in effect September 1, 2018 – August 31, 2019. S/he will conduct street and phone outreach to families with children under age 19 primarily. S/he will report to the Assistant Executive Director for Cultural Enrichment and Community Services.

### **Minimum Qualifications:**

- High School Diploma
- Some experience with adolescents
- Computer literate

### **Essential Functions:**

- Street outreach to advertise program and link participants to services
- Interaction with English and non-English speaking parents
- Referral of clients to other agencies

Compensation: Commensurate with qualifications and experience

Hours: 10 hours per week, Monday to Friday

To Apply: Submit your cover letter and resume to:  
Human Resources  
Fax: 212-349-2793  
Email: [hrdept@hmhonline.org](mailto:hrdept@hmhonline.org)

Posting Date: August 13, 2018      Application Deadline: Until Filled

**Hamilton-Madison House is an Equal Opportunity Employer**