

Date Posted: 02/18/13

**University of Houston  
Graduate College of Social Work**

**JOB OPPORTUNITY POSTING**

**Job Title:** Adult Group Coordinator

**Employer/Agency:** Bo's Place

**Job Description:** The Adult Group Coordinator assists the program Director in directing, managing and operating the Bo's Place Adult Group programs. Responsibility of this position include: group coordinator, information and referral, intake process, program evaluation, community education and administrative functions. This position is a part-time staff position reporting to the program director.

**Qualifications:** Graduate degree in social work, counseling, psychology or marriage and family therapy. Current Texas State License in professional field, malpractice insurance coverage at maximum level. Clinical experience with adults and families. Flexible and able to maintain a supportive, helpful attitude while working with a variety of staff and volunteers.

**Salary/Hours:** Part-Time

**Employer/Agency:** Bo's Place  
**Address:** 10050 Buffalo Speedway  
**City, State, Zip:** Houston, TX 77054

**Contact Person:** Donna Jaffe  
**Contact Title:** Administrative Director

**Telephone Number:** 713.942.8339  
**Fax Number:** 713.942.2252  
**Email Address:** info@bosplace.org

**Application Method:** Email or Fax

**Opening Date:** March 1, 2013

*If your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at [mswjobs@CENTRAL.uh.edu](mailto:mswjobs@CENTRAL.uh.edu) with the hiring details of your new job opportunity. Thank you*