

<b>Job Title</b>	Administrator of Community Partnerships-Wolfington Center
<b>Employer/ Agency</b>	Cabrini College
<b>Job Description</b>	Cabrini College invites applications for the position of Administrator of Community Partnerships, reporting directly to the Executive Director of the Wolfington Center. The Administrator of Community Partnerships oversees the collaboration between faculty members and community partners in Cabrini's Justice Matters core curriculum. The Administrator is also responsible for overseeing and keeping current the marketing and social networking avenues for the Wolfington Center. The Administrator also supports the institutional-advancement initiatives set by the Executive Director, especially in terms of grant writing. The Administrator also coordinates the Center's student programs. Finally, the administrator also ensures that community partner initiatives further the College's strategic plan.
<b>Qualifications</b>	Master's degree in social work, pastoral care, faith-based ministry, or related field preferred but not required. 2-5 years of community service or volunteer experience preferred but not required. Strong interpersonal skills and a capacity to work effectively and creatively with diverse audiences: community partners, faculty, and students especially. Familiarity with Scholars in Service, Community Fellows, and federal work study programs preferred. Experience with community-based education preferred. Experience writing and managing grants preferred. Knowledge of marketing and social networking preferred. Ability to write effective grant proposals and reports. Knowledge of Catholic social teaching preferred. Proficiency in Spanish desirable
<b>Salary/Hours</b>	DOE
<b>Employer/Agency</b>	Cabrini College
<b>City, State, Zip</b>	King of Prussia, PA
<b>Application Method</b>	For a complete list of job responsibilities and qualifications, see the listing on: <a href="http://www.cabrini.edu/About/Leadership-and-Administration/Administrative-Offices-and-Departments/Human-Resources/Employment-Opportunities.aspx#communitypartnerships">http://www.cabrini.edu/About/Leadership-and-Administration/Administrative-Offices-and-Departments/Human-Resources/Employment-Opportunities.aspx#communitypartnerships</a>

To post a job opportunity or 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.