

## **Job Posting – Chief Operations Officer**

**Small, nonprofit organization in Pittsburgh’s East End seeking full-time chief operations officer to oversee program planning and implementation, together with the hiring, supervision and periodic evaluations of all line staff. Organization’s primary emphases are in community development, youth education and employment, public safety, and general neighborhood revitalization activities. Prior experience managing staff of 5 or more people in a nonprofit setting is a must. Applicant should possess strong writing, communication, computer software and interpersonal skills. Bachelor’s and/or master’s degree in related field(s) desired. Salary range in mid ‘40’s plus benefits. Reply with cover letter and resume by 5 PM, November 17<sup>th</sup>, to: Bloomfield-Garfield Corporation, 5149 Penn Avenue, Pittsburgh, PA 15224, or by e-mail to [RickS@bloomfield-garfield.org](mailto:RickS@bloomfield-garfield.org). An equal opportunity employer.**