



December 19 - MASILC Seeking SILC Coordinator

## **MetroWest** Center for Independent Living, Inc.

### **SEEKING SILC Coordinator**

The Massachusetts Statewide Independent Living Council, (SILC), established under executive order 373 by the Governor of the Commonwealth of Massachusetts in September of 1994 is seeking an experienced individual to serve as the Administrative Coordinator.

The Coordinator is responsible for ensuring the day-to-day operations of the SILC are met. These duties include but are not limited to all aspects of administrative, event planning and coordination of quarterly meetings, committee meetings & special events while adhering to the established rules & regulations governing SILC's.

Qualified candidates should be a very organized person, who is able to work independently, problems solve and who is able to work with diverse groups of people in diverse situations. The candidate must be a person who is committed to the independent living philosophy.

The SILC Coordinator position is an independent contracted, non benefit position, reporting to the Chairperson of the SILC. Payment for service is determined by the negotiated value of the contract and paid out following the standard payment process administrated by the MetroWest Center for Independent Living, Inc., (MWCIL), the SILC's Fiscal Intermediary through a contractual agreement with the Massachusetts Rehabilitation Commission (MRC) also referred to as it's Designated State Unit (DSU).

Persons interested in this position are asked to attach their resume and cover letter to an email titled "MASILC Coordinator Search" addressed to the search committee at [info@masilc.org](mailto:info@masilc.org) no later than 5:00 pm Friday, January 24, 2014. People with disabilities are encouraged to apply. We encourage you to visit the SILC website at [www.masilc.org](http://www.masilc.org). Phone calls and other forms of communication will not be accepted.

[Download](#) the complete job description.

from Paul W. Spooner,



***About Us:***  
**MWCIL website**

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Executive Director of MWCIL

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