



**SEEKS**  
**COMMUNITY SERVICES DEVELOPMENT COORDINATOR, SOUTHWEST OHIO CHAPTER**

**Location: Cincinnati, Ohio**

**Applications Accepted: Immediately**

**Qualifications:** A bachelor's degree with major in business, communications, liberal arts, and public administration or relevant experience, plus at least three to five years of progressively responsible leadership experience in the non-profit sector. Strong leadership, fund raising, organizational, marketing and management skills, including the ability to work effectively with volunteers are required. An understanding of community resources, systems and networks, and the ability to develop programming that can be adapted at the local level.

**Description:** The Community Development Coordinator works in partnership with the Chapter Director, PBO Management Team and the Executive Council, using the PBO Strategic Plan as a guideline, to develop and implement community services programs targeting high-risk populations, that can successfully be funded in order to prevent blindness and preserve sight. Provide results of service effectiveness in terms of eyes saved/vision enhanced.

**Primary Customers:**

1. Southwest Ohioans at high risk for eye disease or injury, including the homeless and medically indigent population
2. PBO Service recipients/volunteers: homeless shelters and soup kitchens, social service agencies and community organizations.
3. Donors and Supporters
4. Chapter, Executive Council, and Volunteers who serve on Communications, Special Events, Community Services, and Development Committees
5. Statewide Staff & Board

**Compensation and Benefits:**

- ◆ Salary Range: negotiable
- ◆ Management Incentive/Cash Bonus Program
- ◆ TIAA/CREF retirement program -- on 2nd anniversary with 140% company match.
- ◆ Employee Health/Dental coverage.
- ◆ Flexible, tax-deferred benefits program.
- ◆ Tuition Reimbursement Program -- 50% of up to 3 credits/semester.
- ◆ Liberal vacation and holidays – 15 days vacation, 2 personal days, 10 paid holidays

**Reports to: Chapter Director**

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**Respond to:**

**ANNE PETIT/PREVENT BLINDNESS OHIO/1500 West Third Avenue,  
Suite 200/Columbus, OH 43212 614-464-2020 Fax: 614-481-9670  
email: [annep@pbOhio.org](mailto:annep@pbOhio.org)**

*Prevent Blindness Ohio, founded in 1957, is the only voluntary, not-for-profit Ohio organization dedicated to preventing blindness and preserving sight. With an annual budget of 1.5 million, it serves all 88 Ohio counties, providing direct services to over 800,000 Ohioans annually and education millions of consumers about what they can do to protect and preserve their precious gift of sight. Prevent Blindness Ohio is an affiliate of Prevent Blindness America, the country's second-oldest national voluntary health organization.*