



## **TOWN OF LENOX**

6 Walker Street, Lenox, MA 01240  
[www.townoflenox.com](http://www.townoflenox.com)

Lyndsay K. Patenaude,  
Director of Human Resources

### **POSITION OPENING**

#### **Youth and Family Services Coordinator– Lenox Community Center**

The Town of Lenox seeks qualified, passionate person to serve as the Youth and Family Services Coordinator at the Lenox Community Center (LCC). This is a full-time, benefitted position. The position is responsible for providing optimal programming for Center activities while working with families of all participants in all LCC programs.

This position requires physical activity, frequent contact with the general public and working directly with program participants of all ages. Applicant must be able to utilize a computer and Microsoft Word/Excel with ease. Work schedule requires a high degree of flexibility and the instincts it takes to work with our children and elderly population.

Lenox is located in the Berkshires of western Massachusetts. The year-round population of 5,025 is buttressed by a substantial number of weekend/seasonal residents and visitors, particularly in July and August. Widely known for its numerous cultural and recreational sites (notably Tanglewood, Shakespeare & Company, Kennedy Park, Mass Audubon/Pleasant Valley), Lenox is also home to vibrant, deep-rooted communities in villages located in its downtown, Lenox Dale, New Lenox as well as many smaller neighborhoods.

The position is open until filled, however applicant screening will begin immediately. Please send cover letter and resume to:

Lyndsay K. Patenaude, Director of Human Resources, 6 Walker Street, Lenox, MA  
or [lbroom@townoflenox.com](mailto:lbroom@townoflenox.com) with subject line "LCC YFSC".

Announcement and full Position Description are available at  
[www.townoflenox.com](http://www.townoflenox.com) (click on "Job Opportunities")