



Area Agency on Aging
of Broward County

TECHNOLOGY COORDINATOR

The Area Agency on Aging of Broward County (AAABC) is a nonprofit organization serving Broward County's senior residents, age 60 or older. The AAABC plans, develops, coordinates, and evaluates programs; funds services; and is the prime Advocate for residents of Broward County, 60 years of age or older. We are your one-stop source of information regarding services in Broward County, Florida, for seniors, their families, and caregivers.

The Technology Coordinator manages various technologies that AAABC offers senior constituency. The Technology Coordinator assists 60+ adults who are eligible for specified technologies and onboards and assists them in using the technology. The Coordinator ensures all information is inputted into eCIRTS and on the google tracking sheet and conducts quarterly satisfaction surveys regarding each technology and client satisfaction.

The qualified candidate should have a bachelor's or associate's degree (human services or related field is preferred); high school diploma or equivalent required. Experience working with 60+ adults preferred. Must have excellent verbal and written communication, interpersonal and customer service skills. Must have the ability to work independently or as part of a team and have access to transportation for visiting clients in their homes. Excellent organizational skills and proficiency with Google Sheets, Microsoft Office (with emphasis on Excel) is required. Must be able to pass a Level II background screening.

If you meet the qualifications, send your resume to ZiferN@ADRCBroward.org.