



Pennsylvania Behavioral Health and Aging Coalition  
Opening Doors for Older Pennsylvanians

**PENNSYLVANIA BEHAVIORAL HEALTH & AGING COALITION**  
**PART TIME EMPLOYMENT POSTING – WESTERN PENNSYLVANIA**

**POSITION TITLE: Behavioral Health Connection Program Assistant**

**POSITION SUMMARY:** Position entails working with Medicare/Medicaid beneficiaries to provide one on one counseling relating to Medicare/Medicaid coverage issues and needs. Position also includes public speaking, and program coordination. Extensive travel is required in western Pennsylvania, however the position is based in the person's home. Part time position entails approximately 20-22 hours per week.

**QUALIFICATIONS:**

Ideal candidate will possess experience in the Medicare/Medicaid public health insurance system, mental health and substance abuse service systems, HIPPA compliance, and local and state agencies. Experience pertaining to the aging field is preferred. Individual must be internally motivated and able to keep on task while working from home and on the road. Excellent public speaking and written communication skills, valid PA Driver's License and access to transportation are also required. Organizational skills and flexibility are also required for the position.

Interested candidates should submit a copy of a resume by February 3, 2012 via e-mail to:

Rebecca May-Cole

Executive Director

PA Behavioral Health & Aging Coalition

[Rebecca@olderpa.org](mailto:Rebecca@olderpa.org)