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August 2025



251 N. Center Street  
Joliet, IL 60435

349 S. Weber Rd.  
Romeoville, IL 60446

[www.willcountyseniors.org](http://www.willcountyseniors.org)

815-723-9713

**Have administrative leadership experience? Looking for a challenging career where you can improve the quality of life for seniors?** Senior Services of Will County is seeking a Chief Executive Officer. This position administers, directs and supervises the operation of Will County Seniors and its subsidiaries while adhering to local, state, and federal grant guidelines.

Senior Services is an innovative senior service center providing recreation, education, information and assistance and support services for seniors throughout Will County. We are the Illinois Department on Aging contracted provider for the Community Care Program and Adult Protective Services. We provide information and referrals, about services and programs, to keep seniors in our community safe, healthy and independent.

We are currently seeking a qualified candidate who will be executing a wide range of responsibilities including fiduciary responsibilities, program evaluation, project management, staff retention, and driving strategic initiatives. These activities include, but are not limited to:

- Direct and supervise the preparation of the annual budget, Federal and State grants and other fiscal proposals. Administer the budget as enacted by the Board of Directors in accordance with Board policies and legal requirements.
- Evaluate the implementation of programs, services and other initiatives including staffing, customer satisfaction and service delivery, innovation, efficiency and regulatory compliance.
- Leads and drives strategies, initiatives and programs that foster a working environment to support team members professional growth by creating strong performance standards and review, learning and development opportunities, and succession plans.
- Cultivates and maintains a positive relationship with members, stakeholders and residents throughout Will County showing a high level of visibility by attending meetings, functions and other community events.

The Chief Executive Officer (CEO) position is a fulltime, exempt position. Send resume and cover letter to [boardchair@willcountyseniors.org](mailto:boardchair@willcountyseniors.org). Applications are being accepted until the position is filled. Senior Services of Will County is an equal opportunity employer.