

**Instructions to Apply for Position of:  
Director of Administrative Services  
(St. Francis Borgia Parish, Cedarburg, WI)**

**Provide cover letter, résumé and three references to the attention of Kristin Jacoby.**

Email to: [jacobyk@sfbchurch.org](mailto:jacobyk@sfbchurch.org)

Or

Send through postal mail to:

Kristin Jacoby, Human Resources Coordinator  
St. Francis Borgia Parish  
1375 Covered Bridge Road  
Cedarburg, WI 53012