

Holy Childhood

- VACANCY NOTICE-

POSTING EFFECTIVE: July 19, 2017 – August 02, 2017

Applications are being accepted for the position listed below during the Posting Period and beyond if not filled within 2 weeks of the end of the posting date.

TITLE: (2) **PART-TIME** - Community Habilitation Aide
PROGRAM: Day and Employment Services
WHEN: July 2017
HOURS: **Position A:** 10 hours per week – Monday/Wednesday 5:30-8:30pm and Saturday 9-1
OR Wednesday 5:30-8:30pm and Saturday 9-4.
Position B: 6 hours per week – hours TBD

DESCRIPTION: The Habilitation Aide is responsible to provide one on one support to an individual in a community based setting.

SPECIFIC JOB RESPONSIBILITIES

- Works with individuals providing emotional support, guidance in community environments including home and work.
- Maintains required OPWDD recordkeeping.
- Provides transportation for individuals to attend community/recreational activities.
- Provides instruction in basic home making skills, such as simple meal preparation, setting the table, household chores, laundry tasks, wardrobe organization and caring for the pets.
- Assist with community integration.
- Create opportunities for and facilitate peer socialization.
- Attend bi annual and annual meetings.
- Participate in program planning for individual developing goals and objectives for respective habilitation plan
- Develop methods for evaluating progress toward meeting those goals.
- Attend all program and agency staff meeting and required training.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Candidates for this position will have: the ability to demonstrate, and provide examples of continuous personal development and improvement; an individual focused attitude; excellent communication skills (verbal and written); problem solving skills, strong organizational skills and the ability to effectively manage multiple tasks/projects. ***Must be SCIP certified or have the ability to be certified and maintain annual SCIP certification.***

EDUCATION and/or EXPERIENCE

High School Degree required with a Bachelor Degree preferred. Two years' experience in the Human Service field working with individuals with developmental disabilities. Must be computer literate. Must be able to lift, push and pull 50 pounds. Must have a valid driver's license and the ability to become an Agency Approved Driver.

EQUAL OPPORTUNITY:

Holy Childhood is an Equal Opportunity Employer and does not discriminate on the basis of race, age, color, religion, gender, gender identity, marital status, sexual orientation, veteran status, national origin, or any other characteristic protected by law.

Please send cover letters and resumes to: Human Resources - Holy Childhood - 100 Groton Parkway
Rochester, NY 14623 (585) 359-3710 Employment@holychildhood.org