



-VACANCY NOTICE-

POSTING PERIOD: August 30, 2017 – September 13, 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.

POSITION: Respite Aide

PROGRAM: Day and Employment Services

WHEN: Immediate

FLSA STATUS/CALENDAR: Non-Exempt – 17.5 hrs. per week/ 2:00pm – 5:30pm M-F

DESCRIPTION:

Under the general supervision of the Respite Coordinator, the Respite Aide will assist with social and recreational activities held during after school programming.

RESPONSIBILITIES:

- Become familiar with ways/strategies required for each program participant.
- Assist with program materials as requested
- Implement behavior strategies as directed by the Respite Coordinator
- Participates in aquatics activities when requested
- Work as a member of a team
- Attend staff and in-service meetings as appropriate
- Follow and carry out the responsibilities identified by the Respite Coordinator
- Share input and suggestions with the Respite Coordinator regarding program participant performance and needs
- Demonstrate sensitivity to and respect for the diverse cultural backgrounds and practices of the students, staff, and families of Holy Childhood
- Other duties may be assigned.

QUALIFICATIONS:

College experience preferred. High school diploma required. Prior experience working with children with developmental and intellectual disabilities with behavior management and/or medical needs strongly preferred. 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; a student 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 able to lift, push, and pull 50lbs

Please send cover letters and resumes to:
employment@holychildhood.org

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

Our mission is to prepare children and adults with developmental disabilities for maximum independence and integration in the community through individualized programs and services, in keeping with the philosophy and vision of our founders. We are dedicated to serving our people in an atmosphere of dignity and compassion.