



Posting Date - 7/31/2017

Scroll down for job postings for

- ADULT SERVICES & ADMINISTRATIVE
- CORNERSTONE SCHOOL
- CHILDREN'S CLINICAL SERVICES

### **ADULT SERVICES & ADMINISTRATIVE**

#### **Residential Program**

- JOB TITLE:** *Direct Support Professional (Full-time, Part-time & Substitutes; all shifts)*
- SUMMARY:** To work as a member of the Residential or Day Service Team to encourage individuals to reach their fullest potential. To assist each individual within their community on activities that will promote growth and independence.
- MIN REQS:** High School Diploma or GED. Valid driver's license, proof of insurance, daily access to insured vehicle. Associates Degree and one year experience preferred.
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- JOB TITLE:** *Assistant Residential Manager (Full-time 2<sup>nd</sup> shift & weekends)*
- SUMMARY:** Assist the Residential Manager with the overall operation of the home. Work with all staff in developing an environment that will promote growth and independence for all individuals served.
- MIN REQ:** Associates Degree preferred with at least two years' experience supporting individuals with developmental disabilities, flexibility, valid driver's license, daily access to an insured vehicle and proof of a good driving record required.
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- JOB TITLE:** *Residential Manager (Full-time)*
- SUMMARY:** Responsible for the day to day running of the program. Work with all staff in developing an environment that will promote growth and independence for all individuals served.
- MIN REQ:** Associates Degree preferred with at least two years' experience supporting individuals with developmental disabilities, flexibility, valid driver's license, daily access to an insured vehicle and proof of a good driving record required. Willingness and ability to complete CPR, NCI, Human Rights and management training.



**JOB TITLE:** *Nurse Case Manager (Full-time, on-call)*  
**SUMMARY:** Responsible for monitoring the healthcare needs of individuals in the Residential program, providing direct care, staff training and support.  
**MIN REQ:** Graduate from an accredited School of Nursing, preferred experience in working with adults with developmental disabilities, current RI Nursing license from the RI Department of Health, CPR Certificate and a valid RI Driver's License

#### Home/Community Supports

**JOB TITLE:** *Community Support Specialist (1<sup>st</sup> & 2<sup>nd</sup> shift)*  
**SUMMARY:** To work as a proactive member of the AccessPoint RI team, providing meaningful personalized supports that encourage participants and their families to experience personal growth, achieve their personal goals and reach their fullest potential.  
**MIN REQS:** High School Diploma or GED. Valid driver's license, proof of insurance, daily access to insured vehicle. Associates Degree and one year experience preferred.

#### CORNERSTONE SCHOOL

**JOB TITLE:** *Afterschool Teacher Assistant (M-F 3-5:30pm)*  
**SUMMARY:** Responsible for monitoring the children in the afterschool program. Overseeing play and organized activities while ensuring safety and proper authorized pick up guidelines are followed.  
**MIN REQS:** High School diploma, regular access to an insured vehicle, ability to pass background clearances and proof of a clean driving record. Experience working with children or adults with disabilities.

#### CHILDREN'S CLINICAL SERVICES

**JOB TITLE:** *Treatment Specialist (Part-time Temporary: very flexible schedule within reason, excellent for students looking to gain experience)*  
**SUMMARY:** Provide in-home and community based therapeutic support services to a child/young adult with a disability and his/her family.  
**MIN REQS:** High School Diploma or GED and one year experience or combination of experience, education and training working with individuals with developmental disabilities and their families. Must be willing to attend and complete CPR and NCI training. Must be willing to work as a member of a clinical team and attend three monthly staff meetings. Must have a valid driver's license, regular access to an insured vehicle and proof of a good driving record.



**JOB TITLE:** *Clinical Supervisor (Contract)*

**SUMMARY:** Responsible to develop and support behavioral health strategies that promote emotional growth, social development and behavioral capacities among the individuals that we assist. Duties include program development/coordination, supervision of assigned staff, development, organization/implementation of ongoing staff training and ensuring quality services.

**MIN REQS:** Licensed Independent Clinical social Worker, Marriage and Family Therapist, Mental Health Counselor, Registered Nurse with a Master's Degree, Psychologist, or be eligible under the grandfathering provisions of current DHS standards. Must have a valid driver's license, regular access to an insured vehicle and proof of a good driving record.