



DEVELOPMENTAL DISABILITIES SERVICES

Current Positions Available

March 19, 2019

Lead Support Staff

Position Summary: As Lead Support Staff, you are accountable for all the responsibilities listed within this job description. In addition to those responsibilities, you are the lead staff on the second shift. This includes responding to staffing questions, issues which arise on the shift, client concerns, keeping staff accountable for assigned tasks, filling shifts, etc. The purpose of this position is to be the supervisory replacement for the Program Manager on the shift. When necessary, you will be required to be On-Call. Also included is the provision of a comprehensive array of face-to-face supports that engages and enables clients to maintain a home/apartment. Encourage the use of natural supports; supports clients to learn and enhance activities of daily living; and fosters involvement in social and community activities while maintaining safety of the client. Provides hands-on assistance and instruction with activities of daily living and personal care as required by the individual client. Performs other duties as assigned. **EOE**

Job Requirements: Bachelor's Degree preferred with one to three (1-3) years' experience in human services or related field. Associate's Degree or 60 credits towards Bachelors considered with minimum three (3) years' experience or High School diploma considered with five (5) years' experience in related field working with people with intellectual disabilities. Valid Connecticut Driver's license with clean driving record is required. Completion of certifications of CPR & First Aid, PMT, Medication Certification, and all other trainings as required by DDS. Computer skills required including working knowledge of Microsoft office. Knowledge of the community support system and resources is preferred. Available to work evenings, weekends, and overnights as required.

Programs:

Hamden/Heathridge CLA 6 Program
 Lebanon/Beaumont CLA 8 Program
 Norwich/Thomas Ave CLA 7 Program

FT 40hrs
 FT 40hrs
 FT 40hrs

Schedule:

2nd Shift Sch. TBD
 2nd Shift Sch. TBD
 2nd Shift Sch. TBD

Residential Assistants

Position Summary: Position Summary: Assists in providing counseling and supportive services for clients in the program. Provides transportation to medical/psychiatric appointments, day programs, and psychosocial rehabilitation programs as needed. Assists in providing hands-on instruction with activities of daily living as required by the individual client. Performs other duties as assigned. **EOE**

Job Requirements: Job Requirements: High School Diploma plus 3-5 years of experience service in related field or prior experience necessary. Additional certifications in CPR, PMT, First Aid, and Medication Administration Required.

Programs:

Bristol/Stevens St. Program
 Bristol/Stevens St. Program
 Hamden/Benham Program
 Hamden/Benham Program
 Hamden/Heathridge CLA 6 Program
 Hamden/Heathridge CLA 6 Program
 Lebanon/Beaumont CLA 8 Program
 Lebanon/Beaumont CLA 8 Program
 Lebanon/Beaumont CLA 8 Program
 Meriden/South Colony Program
 Meriden/South Colony Program
 Meriden/Oregon Road Program

PT 8hrs
 PT 16hrs
 PT 12hrs
 PT 16hrs
 PT 16hrs
 PT 16hrs
 PT 10hrs
 PT 8hrs
 PT 16hrs
 PT 16hrs
 PT 16hrs
 PT 6hrs

Schedule:

Fri 2p-6p Sat 7a-3p (TEMP)
 Fri/Sat 3p-11p (TEMP)
 Sat/Sun 9a-3p
 Sun/Mon 3p-11p
 Fri/Sat 3p-11p
 Sat 2p-10p Sun 3p-11p
 Mon-Fri 7a-9a
 Sat 3p-11p
 Sat/Sun 7a-3p
 Sat/Sun 3p-11p
 Sun 3p-11p Mon 2:30p-1030p
 Sat 3p-9p



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Middletown/Lincoln St. Program	PT 16hrs	Sun/Mon 2p-10p
New Haven/Batter Terrace Program	FT 40hrs	Tue-Sat 3p-11p
New Haven/Batter Terrace Program	FT 40hrs	Mon-Fri 3p-11p
New Haven/Batter Terrace Program	PT 32hrs	Sun 7a-3p Mon-Thu 3p-9p
Norwich/Thomas CLA 7 Program	PT 16hrs	Sun 10a-2p Fri 2p-9p
		Sat 9a-2p
Norwich/Thomas CLA 7 Program	FT 40hrs	Sun/Mon 2p-10p Tue 3p-11p
		Wed/Thu 2p-10p
Plantsville/Marion Ave. CLA 3 Program	PT 28hrs	Sun/Mon 3p-9p Fri/Sat 3p-11p
Plantsville/Marion Ave. CLA 3 Program	FT 40hrs	Mon-Fri 7a-3p
Southington/Millbrook CLA 4	FT 40hrs	Sun-Thu 7a-3p TEMP
Southington/Mt Vernon CLA 2	PT 16hrs	Fri-Sat 3p-11p

Residential Assistants - Overnight

Programs:

Meriden/Collindale CLA 1 Program	FT 40hrs
Middletown/Lincoln Street Program	PT 16hrs
New Haven/Batter Terrace Program	PT 26hrs
Norwich/Thomas CLA 7 Program	PT 16hrs
Wolcott/Red Fox Run CLA 5 Program	PT 16hrs
Wolcott/Red Fox Run CLA 5 Program	PT 16hrs

Schedule:

Sun-Thu 11p-7a
Fri/Sat 11p-7a
Thu 11p-9a Fri/Sat 11p-7a
Sat/Mon 11p-9a
Fri/Sat 10p-6a
Sun/Mon 11p-7a

Please forward letter of intent along with updated resume to:

Toni Carlton- HR Manager/Benefits

Email: TCarlton@continuumct.org or Fax: (203) 777-9645