



PERRY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

www.perrydd.org

David C. Couch, Superintendent

JOB POSTING

Internal and External Posting

POSITION:

BEHAVIORAL SUPPORT SPECIALIST

This position will have a primary focus on behavioral supports for children with disabilities and their families, while occasionally providing assistance and supports for adults with disabilities.

SUPERVISOR:

COMMUNITY SUPPORTS DIRECTOR

REQUIREMENTS/QUALIFICATIONS:

- Bachelor's degree in Psychology, Education, Social Work or related field
- Preferred direct experience using behavioral support techniques; developing, implementing strategies and/or plans with people with developmental disabilities; and/or implementing risk reduction strategies or plans
- Experience working with Medicaid related systems
- Current and valid Ohio driver's license with own transportation and acceptable driver's abstract in order to meet criteria for insurability

KNOWLEDGE/SKILLS/ABILITIES:

- Knowledge of systems and resources for children, adults, and their families
- Knowledge of agency, state, and federal statutes governing behavioral supports
- Skills in Microsoft Office products including Word, Power Point, and Excel
- Skills in excellent verbal and written communication
- Skills in human relations and establishing positive rapport with service providers and staff
- Skills accessing various data information systems
- Ability to define problems, collect data, complete assessments, and maintain effective records and documentation
- Ability to maintain confidentiality

STATUS/SALARY:

- Position is classified, non-exempt, overtime eligible; salary range is to be determined. Education and experience will be considered for range placement.

LOCATION:

5720 State Route 345 NE, New Lexington, OH

SCHEDULE:

Flexible working hours; may be required to flex schedule, but not routinely work more than 40 hours per week. Schedule may include work after normal business hours. Regular, predictable attendance is an essential function of the position.

APPLICATION PROCESS: Call 740-342-3542 or email j.stroup@perrydd.org to request the PCBDD *Employment Application* form. Forward applications and/or resumes to Human Resources Director, Jessica Stroup via mail: 5720 State Route 345 NE, New Lexington (*please note change of location*); email j.stroup@perrydd.org; or fax: 740-342-1081.

Interviews will be scheduled only for those candidates who best meet the above requirements.

POSTING EFFECTIVE DATE: Thursday, December 27, 2018 **POSTING REMOVAL DATE:** Friday, January 11, 2019

This Agency is an Equal Opportunity and Service Provider
Our Mission: Making Connections to Promote Abilities and Enrich Lives

Administration
Office
5720 State Route
345 NE
New Lexington, OH
43764
(P) 740-342-3542
(F) 740-342-1081

Service & Support
Administration
445 West Broadway
Street Suite C
New Lexington, OH
43764
(P) 740-342-0416
(F) 740-342-5568

Children's Program
128 South Main
Street
New Lexington, OH
43764
(P) 740-342-7722
(F) 740-342-0418