

601 Senior Drive  
 New Lexington, Ohio 43764  
 Phone: 740-342-3542



## INTERNAL AND EXTERNAL POSTING

*INTERVIEWS ARE SCHEDULED FOR CANDIDATES WHO BEST MEET POSITION REQUIREMENTS.*

**POSTING EFFECTIVE DATE: May 14, 2022**

**POSTING REMOVAL DATE: June 3, 2022**

### HELP ME GROW HOME VISITOR

The Help Me Grow Home Visitor (HMG HV) is an operational position within the Perry County Board of Developmental Disabilities (PCBDD), meaning its primary role is to carry out daily responsibilities to create the highest level of efficiency possible to meet the expectations and needs of customers.

Under general guidance and direction of the HMG HV Supervisor, the HMG HV coordinates all services for pregnant women and families with children, ages 0 to 5 years old that are eligible for the Ohio Help Me Grow (HMG) Home Visiting Program in accordance with Ohio Administrative Code (OAC) 3701: 06-01 and HMG Home Visiting Contractor Requirements. HMG HV responsibilities include working primarily in the home setting with prenatal women, infants, toddlers, and families.

<b>SUPERVISOR</b>	Help Me Grow Home Visiting Supervisor
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>• Bachelor's Degree in Human Services or fields related to working with prenatal women, infants, toddlers, and families</li> <li>• Eligible to acquire necessary Ohio Help Me Grow Home Visitor Credential</li> <li>• 6-12 months experience working with infants, babies, toddlers and their families</li> <li>• Valid driver's license with acceptable driving abstract to meet criteria for insurability, driving is an essential function of the position</li> <li>• Maintain confidentiality, handle sensitive data, and comply with all applicable laws and Board policy regarding confidential information</li> </ul>
<b>SALARY &amp; STATUS</b>	<ul style="list-style-type: none"> <li>• Position is classified civil service, non-exempt, overtime eligible</li> <li>• Salary range begins at \$ 15.73 per hour; placement within range is determined by education and experience</li> </ul>
<b>PRIMARY LOCATION</b>	PCBDD Sarah A. Winters Building, 601 Senior Drive, New Lexington, OH 43764
<b>SCHEDULE</b>	<ul style="list-style-type: none"> <li>• Full-time, 40 hour work week; may be required to flex schedule</li> <li>• Routinely 8:00am – 4:00pm; Monday through Friday, hours may vary</li> </ul>
<b>APPLICATION PROCESS</b>	Forward applications/resumes to Administrative Supports Director Jessica Stroup via email at <a href="mailto:j.stroup@perrydd.org">j.stroup@perrydd.org</a> . Access the PCBDD Employment Application online at <a href="http://www.PerryDD.org">www.PerryDD.org</a> or by calling 740-684-1847.