

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:
November 21, 2023

POSTING REMOVAL DATE:
December 1, 2023

COMMUNITY SUPPORTS SUPERVISOR

Under the general guidance of the Community Supports Director, the CSS is responsible for direct supervision, oversight, and leadership to ensure people with disabilities are receiving person-centered services and supports. The CSS conducts programmatic reviews through data collection, collaboration, and ongoing continuous improvement of community supports programs and services to reduce risk and decrease out of county placement. The CSS works collaboratively with other PCBDD staff and community agencies and organizations, including local, state, and federal officials.

SUPERVISOR Community Supports Director

QUALIFICATIONS

- Bachelor's degree in education, psychology, social work, or related field (or grandfathered into SSA certification); eligible for Service and Support Administration certification per Ohio Administrative Code (OAC) rule
- Minimum of three years' experience developing and coordinating training; experience training in the areas related to people with developmental disabilities, preferred.
- Strong computer and technology experience including the use of Microsoft Office 365, web-based applications and various technology systems
- Valid driver's license with acceptable driving abstract to meet criteria for insurability, driving is an essential function of the position
- Maintain confidentiality, handle sensitive data, and comply with all applicable laws and Board policy regarding confidential information
- Ability to obtain substitute teaching certifications through Ohio Department of Education

SALARY & STATUS

- Position is classified civil service, non-exempt, overtime eligible
- Salary range begins at \$ 20.47/hour
- Experience and education considered for range placement

PRIMARY LOCATION PCBDD Sarah A. Winters Building, 601 Senior Drive, New Lexington, OH 43764

SCHEDULE

- Full-time, 40-hour work week; may be required to flex schedule
- Routinely 8:00am- 4:00pm; Monday through Friday

WORKPLACE CULTURE

- Flexible and family-friendly work environment
- Opportunities for growth, personal development, and leadership
- High levels of employee engagement

APPLICATION PROCESS Forward applications/resumes to Administrative Supports Director Jessica Stroup via email at j.stroup@perrydd.org. Employment Application is available at www.PerryDD.org.