

Eliot Community Human Services
Residential Counselor

Developmental Disabilities
Openings Available In Bedford, Lexington, Haverhill, Arlington, Burlington

Eliot's residential program supporting and serving adults with developmental disabilities is seeking a Residential Counselor.

Responsibilities:

- Assist with operations of a group home for adults with Developmental Disabilities
- Assist with the implementation of Individual Support Plans and established goals for all individuals.
- Write and maintain all required client and program documentation in a clear and well organized manner.
- Provide training, modeling and assistance to support skill acquisition in all areas of daily living
- Support individuals in being fully integrated in their communities by assisting them in the use of community resources, establishing and maintaining personal relationships and facilitating opportunities to meet new people.
- Provide transportation to activities and appointments as needed.
- Assist individuals in maintaining their home. Perform housekeeping tasks as necessary.
- Administer and monitor individual medications in accordance with established regulations, policies and procedures.
- Lift and/or provide physical support to individuals when necessary due to physical disabilities and/or inability to independently enter/exit vehicles.

Schedule: Varies

Pay: \$12.01-\$12.91 per hour

BA/BS in related field or equivalent with one year related residential experience with the population. Must have or obtain and maintain CPR, First Aid, CPI and Medication Administration Certifications. Must be proficient in English and possess and convey effective verbal and written communication skills with clients, staff and service providers. Computer literacy and skill in the use of computers is a must. Valid driver's license is required and must have reliable transportation to and from work and for the transportation of clients to and from appointments and activities as needed. Must have reliable telephone notification system for emergency contact.

Eliot Community Human Services offers a great benefits package that includes a competitive salary, 3 weeks' vacation, 12 sick days and 11 holidays. Eliot pays 75% of health and dental insurance and 100% of Life, AD&D, Short and Long Term Disability insurance for full time employees. We also offer 401(k) retirement plan, Dependent Care plan, EAP, credit union, free college savings tuition program and other voluntary benefits. The agency also has our own in house training program which provides CEU's.

APPLY ONLINE AT WWW.ELIOTCHS.ORG