



EXTERNAL JOB POSTING

DAY TRAINING FOR ADULTS (DTA) – DIRECT CARE PROVIDER

Scottsdale Training & Rehabilitation Services (STARS) is seeking a **Direct Care Provider** to join the Day Training for Adults (DTA) Team. The incumbent will foster a caring positive image and serve to improve the lives of individuals with developmental and cognitive disabilities.

Scottsdale Training and Rehabilitation Services (STARS) is a non-profit organization in Scottsdale that serves youth and adults with developmental disabilities along with their families. STARS mission is to improve the lives of people with developmental disabilities by providing a wide array of programs that serve a variety of needs. STARS staff is trained, enthusiastic, and devoted to its mission: improving the lives of people with cognitive and developmental disabilities through opportunity. We are always interested in new team members who display a passion for service and improving the lives of others.

POSITION SUMMARY

Responsible for the instruction of adults/youths with developmental disabilities. Provide Center-Based services to individuals with cognitive/physical challenges based on individual service plans and personal care requirements. Duties include developing meaningful relationships with individuals in their care, goal-focused skill training, and supporting personal attendant care and/or habilitation. According to program needs, will provide services to the program on-site. Work closely with the different program teams to develop individualized goals, team objectives, schedules of daily activities, and planned community outings.

DUTIES AND RESPONSIBILITIES:

- Train participants with various developmental/cognitive and /or physical challenges; individually or in groups; in the program on-site or In-home.
- Provide participants training in life and social skills, and habilitation to increase independence.
- Arrange outings and develop curriculum; accompany participants on outings.
- Perform all transportation duties assigned.
- Implement curriculum for programs; assist in daily operations of programs, as directed by the Case Manager or Supervisor.
- Maintain weekly case notes and daily objective sheets tracking ISP and/or BTP goals for participants.
- Ensure a safe environment and the well-being of participants by adhering to OSHA Standards.
- Exhibit appropriate role model behavior by using appropriate language, dress, manners, and respect.
- Report participants' goals, progress, and challenges to the Case Manager/Supervisor.
- Serve as liaison between STARS and parents. Develop relationships with participants, parents, DDD, and community partners.
- Assist in the development of the monthly calendar.
- Communicate program supply requirements to the supervisor as needed.
- Administer non-prescription/prescription medication, as prescribed by licensed medical professionals.
- Assist participants with attendant care, as needed.
- Review and adhere to approved policies, standards, and procedures.
- Remain current on STARS-required training and certifications.
- Show respect and engage in appropriate interactions with co-workers, community partners, participants, and families/guardians.
- Report unusual incidents on proper forms and inform appropriate staff regarding incidents within required time frames.
- Adhere to STARS confidentiality policy and state and federal laws.
- Work all hours as scheduled and report to work on time as scheduled. Attend staff meetings and training required by STARS.
- Display personal enthusiasm for participation in a non-profit organization serving individuals with disabilities.
- Develop, implement, and evaluate Individualized Support Plans (ISP).
- According to program needs, providers have the flexibility to work where needed.



MINIMUM QUALIFICATIONS/REQUIREMENTS:

- High School Diploma. Two years' experience working with disabled youth/adults in vocational, rehabilitation or similar services. Bachelor's degree in Education, Special Ed., Social Services, Behavioral Health; preferred. OR, any equivalent combination of education and/or experience from which comparable knowledge, skills and abilities have been achieved.
- Must have AZ driver's license, clear driving record and meet agency insurance requirements.
- Must meet DES requirements for fingerprint clearance.
- Must pass a criminal/background screening
- Must have reliable transportation.
- Must be able to lift 40 pounds
- Must be able to frequently stand; walk; sit and able to assist participant with physical challenges, such as pushing a wheelchair, kneeling, reaching, stretching, bending, etc.
- Must be able to operate an agency transport vehicle; manually keep documentation records and monitor participants visually and auditory.
- Must perform crisis intervention techniques to prevent behavior harmful to the participants or others. Respond appropriately in crisis situations by calling for assistance as needed; and able to physically perform First Aid/CPR.
- CPR, First-Aid, Article 9, Prevention and Support; preferred.

KNOWLEDGE, SKILLS AND ABILITIES:

- Demonstrate organizational skills and strong attention to details.
- Excellent communication (verbal/written) and interpersonal skills
- Knowledge of developmental/cognitive and/or physical disabilities; behavior modification skills and intervention strategies that can be implemented.
- Ability to function independently or as part of a team; able to work with a minimum amount of supervision.
- Ability to plan, learn new programs, have excellent follow-through and problem-solving skills.
- Maintain a positive attitude and collaborative working relationships with participants, staff and families.
- Proficient computer skills in Microsoft Office Suite; specifically, Word, and Outlook, Excel.
- Demonstrate empathy and understanding of the challenges faced by disabled individuals.
- Communicate relevant information or concerns with case manager and/or supervisor.
- Ability to work under stressful conditions that may include dealing with difficult participants and handling multiple work assignments.

BACKGROUND/SCREENING

STARS conducts pre-employment screening for all positions, including a criminal background screening/fingerprint check. Employment is contingent upon the successful passing of the background check

STARS is an Equal Opportunity Employer committed to a diverse and inclusive workforce. We consider applicants for all positions without regard to race, color, religion, gender, national origin, age, disability, or any other legally protected status. Website: www.starsaz.org

INSTRUCTIONS TO APPLY

Please submit a cover letter, resume, and three professional references to: jobs@starsaz.org

Salary: DOE

Job Type: Full-time