

Chandler/Gilbert Arc
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Chandler, AZ 85225

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LOOKING FOR JOB SATISFACTION?

Make a difference in the lives of adults with Developmental Disabilities!

Chandler/Gilbert Arc (located in the East Valley) is a non-profit organization and has provided teaching, mentoring, and assistance of life skills to adults with Developmental Disabilities for over 30 years.

Minimum Requirements:

- At least 18 years of age*
- High School diploma or GED
- Lifting up to 35 lbs (this could be from the floor)
- Will be fingerprinted / criminal background checked
- Attend paid training classes for the first 3-4 weeks of employment (held M-F from 8am-3pm).
- *For driving positions: must be at least 21 years of age, have a valid AZ driver's license, a clean driving record (a 5-year Motor Vehicle Record will be checked), and have at least three years of driving experience with a driver's license

Pay: Please refer to the specific position listed on the attached sheets

Benefits:

Full Benefits (Be hired to work 30 or more hrs/week)

- Paid training
- Medical, Vision and Dental insurance (after 90 days)
- Paid Time Off (after 90 days)
- 10 paid Agency holidays (after 90 days)
- 1 Floater Holiday (after 1 year)
- Retirement plan (after 1 year)
- Tuition assistance for job-related college classes (after 1 year)
- Life and AD&D insurance: LTD

Partial Benefits (Be hired to work 20-29 or less hrs/week)

- Paid training
- Paid time off
- Tuition assistance for job-related college classes
- Retirement plan

EMPLOYMENT OPPORTUNITIES ATTACHED

Thank you for your interest!!

Our Employment Opportunities include:

Habilitation Specialist in the Day Program

- Responsible for the teaching, assisting, and mentoring of planned indoor and outdoor activities for our individuals and some direct personal care.
- 40 hrs/week and the hours are 7:00 am-3:00 pm, Monday-Friday.
- Requires driving the company van
- Pay is \$8.69-\$8.99/hr
- Location in Chandler
- The career advancement opportunity for this position is a Day Program Lead

Vocational Specialist in the Vocational Program

- Responsible for the teaching, assisting, and monitoring of job tasks in a workshop/ assembly type environment and assisting other staff with unpacking and packing boxes of inventory, as well as other related duties.
- 40 hrs/week and the hours are 7:00 am-3:00 pm, Monday-Friday.
- Requires driving the company van
- Pay is \$8.69-\$8.99/hr
- Location in Chandler
- The career advancement opportunity for this position is a Workshop Supervisor or a Job Coach

Direct Support Professional in the Residential Program

- Responsible for teaching, assisting, and mentoring life skills to our individuals (taking care of themselves, their home, and lots of indoor, outdoor and community activities). Some direct personal care may be required.
- Typically 40 hrs/week, but positions for less than 40 hrs/week are available
- Shifts are 2p-10p or an awake Nocturnal 10p-8a (overnight shift may be a driving position)
 - Weekend and Holiday shifts may, also, include 8:00 am – 4:00 pm and 11:00 am – 7:00 pm
- Driving Agency vans is preferred, but there are some non-driving positions
- Pay is \$8.69-\$9.23/hr
- Locations in Chandler, Mesa, and Gilbert
- The career advancement opportunities for this position is a Community Living Lead or Manager

Community Living Lead and Manager in the Residential Program - (prior experience required)

- Responsible for the running of a residential group home, supervising and training staff, as well as some direct personal care and the teaching, assisting, and mentoring of life skills for our individuals (taking care of themselves, their home, and lots of indoor, outdoor and community activities),
- Typically 40 hrs/week, but there may be extra hours for appointments, emergencies, meetings, etc.
- The shift is 2:00 p.m. -10:00 p.m.
 - Weekend and Holiday shifts may, also, include 8:00 a.m.-4:00 p.m. and 11:00 a.m.-7:00 p.m.
- Driving is preferred-both the Agency van and personal vehicle
- Pay is \$9.41-\$9.74/hr for Leads and \$23,600/yr for Managers
- Locations in Chandler, Mesa, and Gilbert
- The career advancement opportunities for a Lead is a Community Living Manager and for a Community Living Manager is an Associate Community Living Coordinator

Job Coach in the Vocational Program

- Responsible for teaching, assisting and monitoring group employment in a community based setting
- 40 hrs/week; 5 days/week; 9:30 am – 5:50 pm; weekend work involved
- Requires driving the company van
- Pay is \$8.92 - \$9.23/hr
- Locations in Gilbert and Chandler
- The career advancement opportunity for this position is a Job Developer