



JOB ANNOUNCEMENT

Job Title: Community Habilitation Worker **FLSA status:** Non-exempt
Reports to: Disability Service Program Manager **Classification:** FT or PT
Hours: Flexible, days, evenings, some weekends

SUMMARY: Under the direct supervision of the Disability Service Program Manager, the Community Habilitation Worker is responsible to provide education, instruction, direct services, and supports that promote consumer choice, individualized outcomes that empower and enable consumers to achieve their stated goals and to live as optimally as possible. The Community Habilitation Worker along with the consumer will work together to achieve the goals as stated in each individual's plan.

ESSENTIAL JOB FUNCTIONS:

- Ensure a person centered approach is used in all aspects of service delivery.
- Assist with the development of the consumers' Community Habilitation Plans.
- Ensure goals reflected in the consumers' plans are addressed and worked on with the consumer.
- Act as advocate for consumers and encourage self-advocacy and choices.
- Assist individuals in performing activities of daily living with as much independence as possible.
- Assist in development of social skills by providing education, training, and role modeling.
- Assist individuals in community integration and developing relationships.
- Provide training and education in health related issues, including specialized dietary needs.
- Maintain professional relationships with consumers, co-worker, and representatives from other agencies.
- Assist individuals with finances and budgeting such as paying bills and shopping.
- Attend meetings and ISP reviews for consumers.
- Complete required documentation.
- Complete weekly schedule of appointments.
- Ensure safety and well-being of consumers as all times.
- Attend program, training and staff meetings as scheduled.
- Transporting clients as part of Service Plan.

PHYSICAL ELEMENTS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job duties. In order to fulfill the essential job functions of this position, the employee is regularly required to:

- Physically assist non ambulatory individuals and must be able to lift without medical restrictions
- Walk and stand
- Bend forward
- Reach and grasp
- Repetitive bending and lifting of items
- Lift and/or move up to 40 lbs
- Climb
- Kneel down
- Push and pull objects
- Repetitive arm movement

QUALIFICATIONS:

- High School Diploma or equivalent with one year experience working in a related field preferred. Must be able to work flexible hours including nights and weekends.
- Requires a valid NYS driver’s license, must have reliable transportation and pass a driving background check.
- Must be able to demonstrate effective communication skills, oral and written; must maintain a general working knowledge of community resources. Must be computer literate.
- Must complete Employee Criminal History review (fingerprinting) and trainings mandated by NYS Office of Children and Family Services.
- Ability to receive clearance from the New York State Central Registry, NYS Justice Center Staff Exclusion List (SEL) and the Medicaid Exclusion Registry
- Must have an up-to-date PPD and medical certified by a Physician certified by a Physician, Physician’s Assistant or a Nurse Practitioner.

Please send your resume to HR@communityplace.org or to The Community Place of Greater Rochester, Inc., 57 Central Park, Rochester, New York 14605, Attention: HR Department

THIS JOB DESCRIPTION DOES NOT CONSTITUTE AN EMPLOYMENT AGREEMENT. Nothing in this job description restricts The Community Place of Greater Rochester, Inc. ability to assign or eliminate duties and responsibilities of this job at any time. It does not prescribe or restrict the tasks that may be assigned. This job description describes the agency’s current assignment of essential functions. Those functions may change at any time as the needs of the agency change or for other reasons deemed appropriate by The Community Place of Greater Rochester, Inc.

The Community Place of Greater Rochester, Inc. is an Equal Opportunity Employer

Revised: October 8, 2014

