



POSITION AVAILABLE

Program Director *Chariton*

Qualifications/Credentials:

- **At least High School Diploma but BA Degree preferred**
- **Minimum of 1 years experience working with persons with disabilities**
- **1 year experience in the delivery, planning coordination or administration of human services**
- **Experience with Home and Community Based Services**
- **Background in basic computer skills with MS Office**

The Program Director is responsible for managing one or more programs in our Chariton location. This includes, Home and Community Based Services, certified as Supported Community Living, SCL unit (house ABHM owned, consumer owned, rented) or apartment, or manage a Home and Community Based Services-Respite or Brain Injury program. This includes supervising Direct Support Professionals, writing quality agency reports such as the Individualized Service Plans to meet the individual's needs, attend individual's Interdisciplinary Team Meetings, teaching skills, problem solving and making appropriate decisions relevant to the program needs. Must be able to respond as needed to emergencies in all services. Must have a valid drivers' license or the ability to obtain one. Must have or be able to obtain certification to pass medication as a medication manager. Must pass state required background check.

This is a full-time position with an excellent benefit package including health, dental, life insurance and retirement plan.

Individuals interested in this position should submit a resume to Lynne Sandegren, Administrator Crest Services and/or email to

117 S. Court St.
Ottumwa, IA 52501

lsandegren@abhomes.org. Application deadline **Dec. 5, 2018**.

CREST SERVICES is division of American Baptist Homes of the Midwest