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| Job Title: | Residential Specialist | FLSA: | Non-Exempt |
| Department/Group: | IDDD | Reports To: | IDDD Residential Coordinator |
| Location: | Maysville | Travel Required: | Yes |
| Position Type: | Full-Time |
| HR Contact: | Mary Breeze | Date posted: | February 3,2 023 |
| Will Train Applicant(s): | Yes | Posting Expires: | ----- |
| **Job Description**: Assist residents with the activities of daily living – group and individual activities, supervise daily living skills (grooming, personal hygiene, client safety awareness, client involvement in household duties), follow Plan of Care including Behavior Management Plan. |
| Applications Accepted By: |
| Drop off at Comprehend Office611 Forest Avenue Maysville KY, 41056 | Email: mbreeze@comprehendinc.org |
| Job Description |
| Role and Responsibilities* Completion of Household Duties – i.e., cleaning, meal preparation, laundry, grocery shopping, etc.
* Completion of paperwork and other necessary documentation (such as medication logs).
* Appropriate communication among residential staff and other agency staff.
* Medications – assure that clients receive the appropriate medical services, i.e. obtaining medications (fill prescriptions), schedule physician appointments, and give medication, documentation of these services.

**Qualifications and Education Requirements*** High School Graduate or GED.
* Extensive on-the-job training.
* Capable of On-line Computer training

**Physical Requirements*** Capability of lifting and positioning clients when necessary.

**Special Requirements** * Valid driver’s license
* Ability to work flexible schedule, including weekends, evenings, and over nights
* Dependable onsite transportation
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| Reviewed By: | VP Of IDD Services | Date: | 02/3/2023 |
| Approved By: | Human Resource | Date: | 02/3/2023 |
| Employee Signature:  |   |
| Last Updated By: | 02/3/2023 |