

To provide an innovative array of services and supports with individuals with developmental disabilities that enhance their quality of life, promote community inclusion and acceptance and foster each individual's unique ability to grow, learn and contribute to community. Services that are innovative and uniquely responsive to the changing needs of the individual and family within the changing landscape of the service environment. Maintain a person-centered focus where individual choice and self-direction guide services; developing opportunities that promote learning, community participation and good citizenship; promote and maintain environments that are safe, integrated, healthy, foster a climate of teamwork, respect and accountability for all; ensuring diligent stewardship of local, state, federal and donor fiscal resources. Ardmore is Ohio Department of Developmental Disabilities certified as Supported Living, Individual Options (IO) and Level One Provider.

**POSITION DESCRIPTION:** Responsibilities include direct care services for the individuals residing in the home in line with prescribed Individual Plan (IP) goals; documentation of programs and services; teaching skill development including self-care and other skills of daily living; and providing transportation to ensure community access and integration. The home staff are responsible for all daily operations including cooking, laundry, cleaning and grocery shopping.

**ARDMORE, INC. IS AN EQUAL OPPORTUNITY EMPLOYER**

**COLLIER ROAD HOME DIRECT SUPPORT PROFESSIONAL  
FT #C3R**

**SITE DESCRIPTION:** The Collier Road Home is a Supported Living home serving three (3) adult males and one (1) adult female.

This is a full-time position, working 40 hours per week. Complete medical, dental, life and disability insurances; paid holidays; paid vacation and sick time.

Paid sleep period from 11:00 PM. to 6:00 AM. is paid at the rate of **\$8.15** per hour on weekdays

Paid sleep period from 11:00 PM. to 7:00 AM. is paid at the rate of **\$8.15** per hour on weekends

Any hours worked outside of the sleep period will be paid at the rate of **\$10.00**

**HOURS OF THE POSITION ARE:**

Sunday:	OFF
Monday:	OFF
Tuesday:	OFF
Wednesday:	10:00 PM-12:00 AM
Thursday:	12:00 AM-9:00 AM & 10:00 PM-12:00 PM
Friday:	12:00 AM-9:00 AM & 10:00 PM-12:00 PM
Saturday:	12:00 AM-4:00 PM

**REQUIREMENTS:** High School diploma or equivalency i.e., GED Ohio Driver's License, car, insurance and good driving record (no more than 4 points). Preferred: experience with DD population; BA or related course work desired

**POSITION AVAILABLE: March 31, 2018**

**CONTACT PERSON:** HUMAN RESOURCE MANAGER/ HUMAN RESOURCE ASSISTANT

**POSTED February 21, 2018**

To provide an innovative array of services and supports with individuals with developmental disabilities that enhance their quality of life, promote community inclusion and acceptance and foster each individual's unique ability to grow, learn and contribute to community. Services that are innovative and uniquely responsive to the changing needs of the individual and family within the changing landscape of the service environment. Maintain a person-centered focus where individual choice and self-direction guide services; developing opportunities that promote learning, community participation and good citizenship; promote and maintain environments that are safe, integrated, healthy, foster a climate of teamwork, respect and accountability for all; ensuring diligent stewardship of local, state, federal and donor fiscal resources. Ardmore is Ohio Department of Developmental Disabilities certified as Supported Living, Individual Options (IO) and Level One Provider.

**POSITION DESCRIPTION:** This home is specifically designed to meet the unique needs of individuals with autism. Staff working in this home must be prepared to implement consistent daily routines for each individual, be consistently aware of environmental stimulus and its effect on individuals both in the home environment and in the community, be willing to complete additional training specific to autism, and have good written and verbal communication skills as part of a staff habilitation team. Staff must consistently embrace the approach of person-centered services to be successful in this environment. Staff responsibilities include direct care services in line with prescribed Individual Plan (IP) goals, documentation of programs including self-care skills, and community integration with regular transportation needs. Additionally, staff are responsible for all daily operations in the home, including cooking, laundry, cleaning and grocery shopping. Staff in this home will also be responsible for providing hands-on assistance with bathing, dressing and toileting for two of the residents of the home.

**ARDMORE, INC. IS AN EQUAL OPPORTUNITY EMPLOYER**

**FULL TIME DIRECT SUPPORT PROFESSIONAL  
EASTWOOD HOME  
FT #EW4**

**SITE DESCRIPTION:** The Eastwood Home is an Ohio Department of Developmental Disabilities certified Supported Living Home operated by Ardmore, Inc. that specializes in services for individuals with developmental disabilities. There will be four adult women living in this home.

This is a full-time position, working forty (40) hours per week with complete medical, dental, life and disability insurances, paid holidays, paid vacation and sick time.

**RATE OF PAY IS \$10.00 PER HOUR**

**Hours of the position are:**

Sunday:	OFF
Monday:	OFF
Tuesday:	4:00 PM-12:00 AM
Wednesday:	4:00 PM-12:00 AM
Thursday:	4:00 PM-12:00 AM
Friday:	4:00 PM-10:00 PM
Saturday:	10:00 AM-8:00 PM

**REQUIREMENTS:** High School diploma or equivalency i.e., GED Ohio Driver's License, car, insurance and good driving record (no more than 4 points). Preferred: experience with DD population; BA or related course work desired

**POSITION AVAILABLE: IMMEDIATELY**

**CONTACT PERSON: HUMAN RESOURCE MANAGER/ HUMAN RESOURCE GENERALIST  
POSTED May 9, 2018**

To provide an innovative array of services and supports with individuals with developmental disabilities that enhance their quality of life, promote community inclusion and acceptance and foster each individual's unique ability to grow, learn and contribute to community. Services that are innovative and uniquely responsive to the changing needs of the individual and family within the changing landscape of the service environment. Maintain a person-centered focus where individual choice and self-direction guide services; developing opportunities that promote learning, community participation and good citizenship; promote and maintain environments that are safe, integrated, healthy, foster a climate of teamwork, respect and accountability for all; ensuring diligent stewardship of local, state, federal and donor fiscal resources. Ardmore is Ohio Department of Developmental Disabilities certified as Supported Living, Individual Options (IO) and Level One Provider.

**POSITION DESCRIPTION:** Responsibilities include habilitation services to four individuals residing in the facility in line with Individual Plan (IP) goals, documentation of programs, logs, behavior management and socialization. Must assist clients with cleaning, household maintenance, run client activities and programs.

**ARDMORE, INC. IS AN EQUAL OPPORTUNITY EMPLOYER**

**FULL-TIME DIRECT SUPPORT PROFESSIONAL  
HOWE ROAD SENIORS HOME  
FT #H2**

**SITE DESCRIPTION:** The Howe Road Senior Home is a Supported Living Home that specializes in services for individuals with developmental disabilities. There are two males and two females in this home. The senior home emphasizes community involvement and activities geared for senior citizens. One individual is hearing impaired and uses sign language.

This is a full-time position, working forty (40) hours per week with complete medical, dental, life and disability insurances, paid holidays, paid vacation and sick time.

**RATE OF PAY \$10.00 PER HOUR**

**Hours of the position are:**

SUNDAY:	OFF
MONDAY:	OFF
TUESDAY:	10:00 AM-6:00 PM
WEDNESDAY:	10:00 AM-6:00 PM
THURSDAY:	10:00 AM-6:00 PM
FRIDAY:	10:00 AM-6:00 PM
SATURDAY:	10:00 AM-6:00 PM

**REQUIREMENTS:** High School diploma or equivalency i.e., GED Ohio Driver's License, car, insurance and good driving record (no more than 4 points). Preferred: experience with DD population; BA or related course work desired

**POSITION AVAILABLE: IMMEDIATELY**

**CONTACT PERSON:** HUMAN RESOURCE MANAGER/ HUMAN RESOURCE GENERALIST

**POSTED May 3, 2018**

To provide an innovative array of services and supports with individuals with developmental disabilities that enhance their quality of life, promote community inclusion and acceptance and foster each individual's unique ability to grow, learn and contribute to community. Services that are innovative and uniquely responsive to the changing needs of the individual and family within the changing landscape of the service environment. Maintain a person-centered focus where individual choice and self-direction guide services; developing opportunities that promote learning, community participation and good citizenship; promote and maintain environments that are safe, integrated, healthy, foster a climate of teamwork, respect and accountability for all; ensuring diligent stewardship of local, state, federal and donor fiscal resources. Ardmore is Ohio Department of Developmental Disabilities certified as Supported Living, Individual Options (IO) and Level One Provider.

**POSITION DESCRIPTION:** Responsibilities include habilitation services to four individuals residing in the facility in line with Individual Plan (IP) goals, documentation of programs, logs, behavior management and socialization. Must assist clients with cleaning, household maintenance, run client activities and programs.

**ARDMORE, INC. IS AN EQUAL OPPORTUNITY EMPLOYER**

**FULL-TIME DIRECT SUPPORT PROFESSIONAL  
HOWE ROAD SENIORS HOME  
FT #H3R**

**SITE DESCRIPTION:** The Howe Road Senior Home is a Supported Living Home that specializes in services for individuals with developmental disabilities. There are two males and two females in this home. The senior home emphasizes community involvement and activities geared for senior citizens. One individual is hearing impaired and uses sign language.

This is a full-time position, working forty (40) hours per week with complete medical, dental, life and disability insurances, paid holidays, paid vacation and sick time.

**RATE OF PAY \$10.00 PER HOUR**

**Hours of the position are:**

SUNDAY:	OFF
MONDAY:	OFF
TUESDAY:	8:00 AM-4:00 PM
WEDNESDAY:	8:00 AM-4:00 PM
THURSDAY:	8:00 AM-4:00 PM
FRIDAY:	8:00 AM-4:00 PM
SATURDAY:	8:00 AM-4:00 PM

**REQUIREMENTS:** High School diploma or equivalency i.e., GED Ohio Driver's License, car, insurance and good driving record (no more than 4 points). Preferred: experience with DD population; BA or related course work desired

**POSITION AVAILABLE: MAY 7, 2018**

**CONTACT PERSON:** HUMAN RESOURCE MANAGER/ HUMAN RESOURCE GENERALIST

**POSTED May 3, 2018**

To provide an innovative array of services and supports with individuals with developmental disabilities that enhance their quality of life, promote community inclusion and acceptance and foster each individual's unique ability to grow, learn and contribute to community. Services that are innovative and uniquely responsive to the changing needs of the individual and family within the changing landscape of the service environment. Maintain a person-centered focus where individual choice and self-direction guide services; developing opportunities that promote learning, community participation and good citizenship; promote and maintain environments that are safe, integrated, healthy, foster a climate of teamwork, respect and accountability for all; ensuring diligent stewardship of local, state, federal and donor fiscal resources. Ardmore is Ohio Department of Developmental Disabilities certified as Supported Living, Individual Options (IO) and Level One Provider.

**POSITION DESCRIPTION:** Responsibilities include habilitation services to four individuals residing in the facility in line with Individual Plan (IP) goals, documentation of programs, logs, behavior management and socialization. Must assist clients with cleaning, household maintenance, run client activities and programs.

**ARDMORE, INC. IS AN EQUAL OPPORTUNITY EMPLOYER**

**FULL-TIME DIRECT SUPPORT PROFESSIONAL  
HOWE ROAD SENIORS HOME  
FT #H9R**

**SITE DESCRIPTION:** The Howe Road Senior Home is a Supported Living Home that specializes in services for individuals with developmental disabilities. There are two males and two females in this home. The senior home emphasizes community involvement and activities geared for senior citizens. One individual is hearing impaired and uses sign language.

This is a full-time position, working forty (40) hours per week with complete medical, dental, life and disability insurances, paid holidays, paid vacation and sick time.

**RATE OF PAY \$10.00 PER HOUR**

**Hours of the position are:**

SUNDAY:	12:00 AM-10:00 AM & 10:00 PM-12:00 AM
MONDAY:	12:00 AM-10:00 AM
TUESDAY:	OFF
WEDNESDAY:	OFF
THURSDAY:	OFF
FRIDAY:	6:00 PM-12:00 AM
SATURDAY:	12:00 AM-10:00 AM & 10:00 PM-12:00 AM

**REQUIREMENTS:** High School diploma or equivalency i.e., GED Ohio Driver's License, car, insurance and good driving record (no more than 4 points). Preferred: experience with DD population; BA or related course work desired

**POSITION AVAILABLE: IMMEDIATELY**

**CONTACT PERSON:** HUMAN RESOURCE MANAGER/ HUMAN RESOURCE GENERALIST

**POSTED May 3, 2018**

To provide an innovative array of services and supports with individuals with developmental disabilities that enhance their quality of life, promote community inclusion and acceptance and foster each individual's unique ability to grow, learn and contribute to community. Services that are innovative and uniquely responsive to the changing needs of the individual and family within the changing landscape of the service environment. Maintain a person-centered focus where individual choice and self-direction guide services; developing opportunities that promote learning, community participation and good citizenship; promote and maintain environments that are safe, integrated, healthy, foster a climate of teamwork, respect and accountability for all; ensuring diligent stewardship of local, state, federal and donor fiscal resources. Ardmore is Ohio Department of Developmental Disabilities certified as Supported Living, Individual Options (IO) and Level One Provider.

**POSITION DESCRIPTION:** Responsibilities include habilitation services to four individuals residing in the facility in line with Individual Plan (IP) goals, documentation of programs, logs, behavior management and socialization. Must assist clients with cleaning, household maintenance, run client activities and programs.

**ARDMORE, INC. IS AN EQUAL OPPORTUNITY EMPLOYER**

**FULL-TIME DIRECT SUPPORT PROFESSIONAL  
HOWE ROAD SENIORS HOME  
FT #H12R**

**SITE DESCRIPTION:** The Howe Road Senior Home is a Supported Living Home that specializes in services for individuals with developmental disabilities. There are two males and two females in this home. The senior home emphasizes community involvement and activities geared for senior citizens. One individual is hearing impaired and uses sign language.

This is a full-time position, working forty (40) hours per week with complete medical, dental, life and disability insurances, paid holidays, paid vacation and sick time.

**RATE OF PAY \$10.00 PER HOUR**

**Hours of the position are:**

SUNDAY:	10:00 AM-10:00 PM
MONDAY:	10:00 AM-10:00 PM
TUESDAY:	2:00 PM-10:00 PM
WEDNESDAY:	6:00 PM-10:00 PM
THURSDAY:	6:00 PM-10:00 PM
FRIDAY:	OFF
SATURDAY:	OFF

**REQUIREMENTS:** High School diploma or equivalency i.e., GED Ohio Driver's License, car, insurance and good driving record (no more than 4 points). Preferred: experience with DD population; BA or related course work desired

**POSITION AVAILABLE: IMMEDIATELY**

**CONTACT PERSON:** HUMAN RESOURCE MANAGER/ HUMAN RESOURCE GENERALIST

**POSTED May 3, 2018**

To provide an innovative array of services and supports with individuals with developmental disabilities that enhance their quality of life, promote community inclusion and acceptance and foster each individual's unique ability to grow, learn and contribute to community. Services that are innovative and uniquely responsive to the changing needs of the individual and family within the changing landscape of the service environment. Maintain a person-centered focus where individual choice and self-direction guide services; developing opportunities that promote learning, community participation and good citizenship; promote and maintain environments that are safe, integrated, healthy, foster a climate of teamwork, respect and accountability for all; ensuring diligent stewardship of local, state, federal and donor fiscal resources. Ardmore is Ohio Department of Developmental Disabilities certified as Supported Living, Individual Options (IO) and Level One Provider.

**POSITION DESCRIPTION:** Responsibilities include habilitation services to four individuals residing in the facility in line with Individual Plan (IP) goals, documentation of programs, logs, behavior management and socialization. Must assist clients with cleaning, household maintenance, run client activities and programs.

**ARDMORE, INC. IS AN EQUAL OPPORTUNITY EMPLOYER**

**FULL-TIME DIRECT SUPPORT PROFESSIONAL  
NOB HILL HOME  
FT #NB1 R**

**SITE DESCRIPTION:** The Nob Hill Home is a certified Supported Living Home operated by Ardmore, Inc. serving senior citizens with developmental disabilities.

This is a full-time position, working forty (40) hours per week with complete medical, dental, life and disability insurances, paid holidays, paid vacation and sick time.

**RATE OF PAY \$10.00 PER HOUR**

**Hours of the position are:**

SUNDAY:	12:00AM-1:00 PM & 11:00PM-12:00AM
MONDAY:	12:00AM-9:00AM
TUESDAY:	OFF
WEDNESDAY:	OFF
THURSDAY:	OFF
FRIDAY:	OFF
SATURDAY:	12:00AM-11:00AM & 11:00PM-12:00AM

**REQUIREMENTS:** High School diploma or equivalency i.e., GED Ohio Driver's License, car, insurance and good driving record (no more than 4 points). Preferred: experience with DD population; BA or related course work desired

**POSITION AVAILABLE: IMMEDIATELY**

**CONTACT PERSON:** HUMAN RESOURCE MANAGER/ HUMAN RESOURCE GENERALIST

**POSTED April 12, 2018**

To provide an innovative array of services and supports with individuals with developmental disabilities that enhance their quality of life, promote community inclusion and acceptance and foster each individual's unique ability to grow, learn and contribute to community. Services that are innovative and uniquely responsive to the changing needs of the individual and family within the changing landscape of the service environment. Maintain a person-centered focus where individual choice and self-direction guide services; developing opportunities that promote learning, community participation and good citizenship; promote and maintain environments that are safe, integrated, healthy, foster a climate of teamwork, respect and accountability for all; ensuring diligent stewardship of local, state, federal and donor fiscal resources. Ardmore is Ohio Department of Developmental Disabilities certified as Supported Living, Individual Options (IO) and Level One Provider.

**POSITION DESCRIPTION:** Responsibilities include direct care services for service recipient living in the homes in line with prescribed Individual Plan (IP) goals; Programming/instructions/support for individuals consists of monitoring and assisting with basic self-help skills and daily living skills; daily facility operations including cooking, menu planning, weekly grocery shopping, cleaning and laundry; providing community access and aid in making individual connections for inclusion; completion of all required documentation as prescribed by procedures; follow all agency policies and procedures; perform all responsibilities as identified in the position description and as assigned.

**ARDMORE, INC. IS AN EQUAL OPPORTUNITY EMPLOYER**

**FULL-TIME DIRECT SUPPORT SPECIALIST  
TOWER 80 HOME  
FT #T3**

**SITE DESCRIPTION:** The Tower 80 facility is an Supported Living home. and serving two (2) adult females

This is a full-time position, 40 hours per week. Complete medical, dental, life and disability insurances; paid holidays; paid vacation and sick time accrued on hours worked.

**RATE OF PAY IS \$10.00 PER HOUR**

**HOURS OF THE POSITION ARE:**

Sunday:	OFF
Monday:	OFF
Tuesday:	2:30 PM-9:00 PM
Wednesday:	2:30 PM-9:00 PM
Thursday:	7:00 PM-12:00 AM
Friday:	12:00 AM-9:00 AM & 9:00 PM-12:00 AM
Saturday:	12:00 AM-10:00 AM

**REQUIREMENTS:** High School diploma or equivalency i.e., GED Ohio Driver's License, car, insurance and good driving record (no more than 4 points). Preferred: experience with DD population; BA or related course work desired

**POSITION AVAILABLE: IMMEDIATELY**

**CONTACT PERSON:** HUMAN RESOURCE MANAGER/ HUMAN RESOURCE GENERALIST

**POSTED: March 16, 2018**





*building community  
and empowering people  
with disabilities*

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**POSITION DESCRIPTION:** Responsibilities include direct care services for service recipient living in the homes in line with prescribed Individual Plan (IP) goals; Programming/instructions/support for individuals consists of monitoring and assisting with basic self-help skills and daily living skills; daily facility operations including cooking, menu planning, weekly grocery shopping, cleaning and laundry; providing community access and aid in making individual connections for inclusion; completion of all required documentation as prescribed by procedures; follow all agency policies and procedures; perform all responsibilities as identified in the position description and as assigned.

### **ARDMORE, INC. IS AN EQUAL OPPORTUNITY EMPLOYER**

#### **FULL TIME DIRECT SUPPORT PROFESSIONAL VINCENT HOME FT #V7**

**SITE DESCRIPTION:** The Vincent facility is a certified Supported Living home and serving four (4) non-verbal men in the severe and profound range of DD. Staffing pattern is maintained to provide continuous visual supervision during all waking hours.

This is a full-time position, working 40 hours per week, with complete medical, dental, life and disability insurances; paid holidays; paid vacation and sick time accrued on hours worked.

#### **RATE OF PAY IS \$10.00 PER HOUR**

#### **HOURS OF THE POSITION ARE:**

Sunday:	9:00 AM-4:00 PM
Monday:	7:00 AM-10:00 & 3:00 PM-11:00 PM
Tuesday:	7:00 AM-10:00 & 3:00 PM-11:00 PM
Wednesday:	7:00 AM-10:00 & 3:00 PM-11:00 PM
Thursday:	OFF
Friday:	OFF
Saturday:	OFF

**REQUIREMENTS:** High School diploma or equivalency i.e., GED Ohio Driver's License, car, insurance and good driving record (no more than 4 points). Preferred: experience with DD population; BA or related course work desired

**POSITION AVAILABLE: IMMEDIATELY**

**CONTACT PERSON: HUMAN RESOURCE MANAGER/ HUMAN RESOURCE GENERALIST**

**UPDATED February 27, 2018**

To provide an innovative array of services and supports with individuals with developmental disabilities that enhance their quality of life, promote community inclusion and acceptance and foster each individual's unique ability to grow, learn and contribute to community. Services that are innovative and uniquely responsive to the changing needs of the individual and family within the changing landscape of the service environment. Maintain a person-centered focus where individual choice and self-direction guide services; developing opportunities that promote learning, community participation and good citizenship; promote and maintain environments that are safe, integrated, healthy, foster a climate of teamwork, respect and accountability for all; ensuring diligent stewardship of local, state, federal and donor fiscal resources. Ardmore is Ohio Department of Developmental Disabilities certified as Supported Living, Individual Options (IO) and Level One Provider.

**POSITION DESCRIPTION:** Responsibilities include direct care services for service recipient living in the homes in line with prescribed Individual Plan (IP) goals; Programming/instructions/support for individuals consists of monitoring and assisting with basic self-help skills and daily living skills; daily facility operations including cooking, menu planning, weekly grocery shopping, cleaning and laundry; providing community access and aid in making individual connections for inclusion; completion of all required documentation as prescribed by procedures; follow all agency policies and procedures; perform all responsibilities as identified in the position description and as assigned.

**ARDMORE, INC. IS AN EQUAL OPPORTUNITY EMPLOYER**

**FULL TIME DIRECT SUPPORT PROFESSIONAL  
VINCENT HOME  
FT #V8**

**SITE DESCRIPTION:** The Vincent facility is a certified Supported Living home and serving four (4) non-verbal men in the severe and profound range of DD. Staffing pattern is maintained to provide continuous visual supervision during all waking hours.

This is a full-time position, working 40 hours per week, with complete medical, dental, life and disability insurances; paid holidays; paid vacation and sick time accrued on hours worked.

**RATE OF PAY IS \$10.00 PER HOUR**

**HOURS OF THE POSITION ARE:**

Sunday:	2:00 PM-11:00 PM
Monday:	OFF
Tuesday:	OFF
Wednesday:	OFF
Thursday:	7:00 AM-10:00 & 3:00 PM-11:00 PM
Friday:	7:00 AM-10:00 & 3:00 PM-11:00 PM
Saturday:	8:00 AM-5:00 PM

**REQUIREMENTS:** High School diploma or equivalency i.e., GED Ohio Driver's License, car, insurance and good driving record (no more than 4 points). Preferred: experience with DD population; BA or related course work desired

**POSITION AVAILABLE: IMMEDIATELY**

**CONTACT PERSON: HUMAN RESOURCE MANAGER/ HUMAN RESOURCE GENERALIST**

**UPDATED February 27, 2018**