

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 #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  
MAPLEPARK HOME  
FT #M1NV**

**SITE DESCRIPTION:** The Maplepark facility is an Ohio Department Developmental Disabilities certified Supported Living home operated by Ardmore, Inc. There are four (4) adult females in this home with ID.

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.

**RATE OF PAY IS \$10.00 PER HOUR WITH VEHICLE  
RATE OF PAY IS \$9.25 PER HOUR WITHOUT VEHICLE**

**HOURS OF THE POSITION ARE:**

Sunday:	OFF
Monday:	OFF
Tuesday:	3:00 PM-11:00 PM
Wednesday:	3:00 PM-11:00 PM
Thursday:	3:00 PM-11:00 PM
Friday:	3:00 PM-11:00 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 31, 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  
MAPLEPARK HOME  
FT #M2NV**

**SITE DESCRIPTION:** The Maplepark facility is an Ohio Department Developmental Disabilities certified Supported Living home operated by Ardmore, Inc. There are four (4) adult females in this home with ID.

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.

**RATE OF PAY IS \$10.00 PER HOUR WITH VEHICLE  
RATE OF PAY IS \$9.25 PER HOUR WITHOUT VEHICLE**

**HOURS OF THE POSITION ARE:**

Sunday:	12:00 AM-9:00 AM & 6:00 PM-12:00 AM
Monday:	12:00 AM-9:00 AM
Tuesday:	OFF
Wednesday:	OFF
Thursday:	OFF
Friday:	OFF
Saturday:	12:00 AM-9:00 AM & 5:00 PM-12:00 AM (1 hour for grocery shopping)

**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: June 20, 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 to individuals with intellectual disabilities that will enhance their quality of life. To intentionally promote community inclusion and acceptance which will foster each individual's unique abilities to grow, learn and contribute to their community. Person-centered services that is responsive to the changing needs of the individual and family in a dynamic landscape of the service delivery system. Candidates should focus on individual choice and promote self-direction by developing opportunities for: learning; community participation; and good citizenship. All residential environments are required to be safe, integrated, and healthy to nurture a climate of teamwork, respect and accountability for all. To ensure a diligent stewardship of local, state, federal and donor fiscal resources by scrupulous management. Ardmore is an Ohio Department of Developmental Disabilities certified Supported Living, Individual Options (IO), and Level 1 waiver provider.

**POSITION DESCRIPTION:** This home was developed to meet the unique needs of children 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 it's 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. Physical aggression is likely to occur and staff must be prepared to intervene and implement Behavior Support Plans as directed. Staff responsibilities include direct care services inline 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 of the home including cooking, laundry, cleaning and grocery shopping.

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

**PFEIFFER HOME**

**PART TIME DIRECT SUPPORT PROFESSIONAL**

**FT #P2R**

**SITE DESCRIPTION:** The Pfeiffer Ave. Home is an certified Supported Living Home. Operated by Ardmore Inc. serving four young adult men with Autism and other Intellectual disabilities.

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.

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

**HOURS OF THE POSITION ARE:**

Sunday:	3:00PM-11:00PM
Monday:	OFF
Tuesday:	OFF
Wednesday:	2:30PM-10:30PM
Thursday:	2:30PM-10:30PM
Friday:	2:00PM-10:00PM
Saturday:	3:00PM-11:00PM

**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 June 18, 2018**





*building community  
and empowering people  
with disabilities*

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 was developed to meet the unique needs of children 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. Physical aggression is likely to occur and staff must be prepared to intervene and implement Behavior Support Plans as directed. Staff responsibilities include direct care services inline 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 of the home including cooking, laundry, cleaning and grocery shopping.

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

**PFEIFFER HOME**

**FULL TIME DIRECT SUPPORT PROFESSIONAL**

**FT #P4**

**SITE DESCRIPTION:** The Pfeiffer Ave. Home is an Supported Living Home. that specializes in services for children with autism. There are four males in this home ages 17 - 23.

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.

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

**HOURS OF THE POSITION ARE:**

Sunday:	12:00 AM-9:00 AM & 11:00 PM-12:00 AM
Monday:	12:00 AM-9:00 AM & 10:30 PM-12:00 AM
Tuesday:	12:00 AM-8:30 AM & 10:30 PM-12:00 AM
Wednesday:	12:00 AM-8:30 AM
Thursday:	OFF
Friday:	OFF
Saturday:	11:00 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: June 16, 2018**

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

**POSTED June 7, 2018**



forty-year anniversary

*building community  
and empowering people  
with disabilities*

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 #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**