



*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 will include assisting with the development and running of activities that provide skill reinforcement in areas that may include: socialization, personal hygiene, communication, exercise, interpersonal skills/relationships, reading and language development, anger management/relaxation, civic awareness, self determination and community integration. Activities may be provided at the Center or in the community. Staff will assist participants in completing any programmatic needs as stated in the individual's ISP. Staff responsibilities will include completion of necessary documentation and providing supervision of the participants in the program as stated in their ISP. Staff may need to provide hands-on supervision of personal hygiene and/or toileting needs. Staff will need to understand and demonstrate the approach of person-centered planning. Use of personal car may be necessary and driving of a passenger van.

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

**FULL TIME ADULT DAY PROGRAM SPECIALIST  
BRIDGES – ADULT DAY SUPPORT  
FT #B3**

**SITE DESCRIPTION:** BRIDGES is an Adult Day Support program operated by Ardmore, Inc. Staff will work with participants attending the program on skill reinforcement activities. The BRIDGES Program provides services to 30 individuals with Autism, physical and/or Intellectual Disabilities.

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:	8:30 AM – 4:30 PM
Tuesday:	8:30 AM – 4:30 PM
Wednesday:	8:30 AM – 4:30 PM
Thursday:	8:30 AM – 4:30 PM
Friday:	8:30 AM – 4:30 PM
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. Ability to pass a drug test.

**POSITION AVAILABLE: July 14, 2017**

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



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

**FULL TIME ADULT DAY PROGRAM SPECIALIST  
BRIDGES – ADULT DAY SUPPORT  
FT #B5**

**SITE DESCRIPTION:** BRIDGES is an Adult Day Support program operated by Ardmore, Inc. Staff will work with participants attending the program on skill reinforcement activities. The BRIDGES Program provides services to 30 individuals with Autism, physical and/or Intellectual Disabilities.

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:	8:30 AM – 4:30 PM
Tuesday:	8:30 AM – 4:30 PM
Wednesday:	8:30 AM – 4:30 PM
Thursday:	8:30 AM – 4:30 PM
Friday:	8:30 AM – 4:30 PM
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. Ability to pass a drug test.

**POSITION AVAILABLE: July 5, 2017**

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