



**All new and existing employees are required to attend and maintain mandatory trainings.**  
Positions open until filled ~ Internal applications received after the closing date  
are not guaranteed consideration for open positions

**\*\* All applicants must be able to become Med. Certified or already be certified \*\***

**Full Time Positions:**

**Residential Services Lead Instructor**

General Description of Position: The person in this position will assist the Residential Services Manager to oversee and manage the Community Residence Program - inclusive of the individuals, staff, facility(s) and all related information. Ensure compliance with all regulations established by all relevant regulatory bodies and policies established by the CCARC Board of Directors. The person in this position will be current regarding trends and information as related to providing services to individuals with disabilities, with the goal to maximize the potential of each individual.

Minimum Requirement: Bachelor's degree in Human Services field or High school diploma/GED and one year of related experience with individuals who are developmentally disabled. Must have experience with Microsoft Office Suite (outlook, word, etc.). Must have a valid driver's license.

#17125 Plainville Plainville, CT	11/6/17	Position still available	Sunday Monday & Tuesday Wednesday & Thursday (Admin)	9:00am – 5:00pm 2:00pm – 10:00pm 10:00am – 6:00pm	40hrs/FT
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**Day Services Instructor**

General Description of the Position: The person in this position will be responsible for providing a wide range of support services for individuals with disabilities, both at the base site(s) and in the community, using a person centered approach in the delivery of services. This position will function according to the policies established by the CCARC Board of Directors, with the goal to maximize the potential of individuals.

Minimum Requirement: High School Diploma/GED, Valid Driver's License and an interest in working with individuals that have developmental disabilities.

Additional Requirements: Must be able to work independently and as a part of a team. Must have good communication skills, flexibility, computer skills, and must be able to meet the physical demands of the job. Must be able to lift up to 50 lbs.

Posting #	Posting Date	Closing date	Schedule	Hours
#17119 CAT New Britain, CT	10/31/17	Position still available	Monday – Friday 8:00am – 3:00pm	35hrs/FT
#17136 GSE New Britain, CT	12/7/17	12/14/17	Monday – Friday <i>Must have strong behavioral experience and have the ability to deal with behavioral challenges following agency policy. Must be able to follow and implement behavioral support plan and collect accurate data. Must be able to implement teaching strategies and write reports.</i>	35hrs/FT

## **Part Time Every Week Positions:**

### **Residential Services Instructor**

**General Description of Position:** The person in this position will be responsible for providing a wide range of support services for individuals with disabilities at the residential facility and in the community. The person in the position will function according to the policies established by the CCARC, Inc. Board of Directors, with the goal to maximize the potential of each individual.

**Minimum Requirement:** High School Diploma/GED, Valid Driver's License and an interest in working with individuals that have developmental disabilities.

Posting #	Posting Date	Closing date	Schedule	Hours
#16129 High Rd Kensington, CT	12/13/16	Position still available	Saturday & Sunday <i>*Fluency in American Sign Language is preferred*</i> 2:00pm – 10:00pm	16hrs/PT
#1757 High Rd Kensington, CT	5/26/17	Position still available	Monday – Friday <i>*Fluency in American Sign Language is preferred*</i> 6:00am – 8:30am	12.5hrs/PT
#1795 High Rd Kensington, CT	8/29/17	Position still available	Saturday & Sunday 6:00am – 2:00pm	16hrs/PT
#17112 Westwoods Farmington, CT	10/18/17	Position still available	Monday – Friday 2:00pm – 7:00pm	25hrs/PT
#17114 Birchwood New Britain, CT	10/20/17	Position still available	Sunday – Wednesday 2:00pm – 9:00pm	28hrs/PT
#17116 Birchwood New Britain, CT	10/31/17	Position still available	Monday – Friday 6:00am – 9:00am	15hrs/PT
#17121 Essex New Britain, CT	11/2/17	Position still available	Sunday Monday – Wednesday Saturday 12:00pm – 8:00pm 7:00am – 9:00am 12:00pm – 8:00pm	22hrs/PT
#17122 Essex New Britain, CT	11/2/17	Position still available	Thursday & Friday Saturday 7:00am – 9:00am 9:00am – 5:00pm	12hrs/PT
#17126 Birchwood New Britain, CT	11/6/17	Position still available	Sunday Monday Tuesday – Thursday 6:00am – 2:00pm 6:00am – 9:00am 6:00am – 10:00am	23hrs/PT
#17127 IHS Plainville, CT	11/6/17	Position still available	Thursday & Friday <i>*Must drive own vehicle*</i> 5:30pm – 9:00pm	7hrs/PT
#17130 Black Rock New Britain, CT	11/21/17	Position still available	Monday – Friday 6:00am – 9:00am	15hrs/PT
#17133 Birchwood New Britain, CT	12/4/17	12/11/17	Sunday Monday & Friday Saturday 8:00am – 2:00pm 6:00am – 10:00am 8:00am – 2:00pm	20hrs/PT
#17134 Birchwood New Britain, CT	12/4/17	12/11/17	Friday & Saturday 2:00pm – 10:00pm	16hrs/PT
#17135 Rocky Hill New Britain, CT	12/4/17	12/11/17	Monday – Friday 6:00am – 9:00am	15hrs/PT

## **Part Time Every Other Weekend Positions:**

Posting #	Posting Date	Closing date	Schedule	Hours
#1751 Plainville Plainville, CT	9/12/17	Position still available	Friday & Saturday 3:00pm – 11:00pm	16hrs/PT
#17100 Oakwood New Britain, CT	9/5/17	Position still available	Friday Saturday Sunday 3:00pm – 11:00pm 5:00pm – 11:00pm 9:00am – 2:00pm	19hrs/PT
#17103 Jones New Britain, CT	9/19/17	Position still available	Friday Saturday & Sunday 2:00pm – 10:00pm 7:00am – 3:00pm	24hrs/PT
#17113 Rocky Hill New Britain, CT	10/20/17	Position still available	Saturday & Sunday 9:00am – 5:00pm	16hrs/PT
#17115 Plainville Plainville, CT	10/20/17	Position still available	Friday Saturday 2:00pm – 8:00pm 9:00am – 3:00pm	12hrs/PT
#17132 Plainville Plainville, CT	11/30/17	Position still available	Friday & Saturday 3:00pm – 11:00pm	16hrs/PT

## **Per –Diem Positions**

Posting #	Posting Date	Closing date	Schedule	Hours
Plainville	10/31/17	Position still available	Preferred availability: Weekends & Weekdays 2 <sup>nd</sup> shift	Per Diem