

Job Summary

Order Number:

NY1391795

Date Job Order Received:

10/01/2021

Number of Openings:

1

Company Name:

Mental Health Association in Niagara County

Job Title:

In Home Respite Coordinator

Minimum Experience Required:

No experience requirement provided.

Job Description:

Lockport. In Home Respite Coordinator. Mental Health Association in Niagara County. PT. Responsible for the day-to-day operation of the In Home respite program, including engagement with program clients, accepting referral and screening for eligibility, coordinating and facilitating intake visits, scheduling in-home respite episodes with clients, documenting all in-home respite episodes, supervision of staff and up keeping client files. Also, provides director care services to in-home respite families. This position requires an Associates Degree in Human Services and/or at least 2 years of supervision skills. Self-directed, mature, reliable/dependable individual who can be flexible with work hours. Must possess excellent organizational and communication skills. Must be able to develop working relationships with staff and be able to provide training and guidance. Must have a valid NYS Drivers license and reliable form of transportation. To apply, contact the employer by fax, or by email: Fax: Bucolo, Mary (716) 433-3847 Email: mascales@mhanc.com

Job Location:

Lockport, New York

Pay:

Starting pay not specified.

Benefits:

Vacation, Sick Leave

Hours per Week:

25

Duration:

Part Time, Regular

Work Days:

Not specified.

Shift:

Not specified.

Public Transportation:

Information not provided.

Minimum Education Required:

Some College

Driver Licenses, Including Endorsements:

Class D (Operator)

How to Apply:

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