

Bristol Adult Resource Center

UPDATED: March 12, 2019



**Do you know someone who is looking for a job?
Do you work part time and would like extra hours?**

There are full-time, part-time and substitute Direct Support Professional (DSP) positions available. Scheduled hours may be first, second or third shift depending on needs of program.

Hourly rate: \$14.75 per hour *without* Medication Certification.

\$15.00 per hour *with* Medication Certification *and* BARC Pass and Pour

Openings in Residential Programs

Direct Support Professionals

Job Summary: Responsible for the care and safety of individuals in apartment or house settings. Help individuals achieve goals of independence through teaching and/or assisting with activities of daily living and community skills, including meal preparation, transportation, fulfilling household chore responsibilities and working with a team of staff for these purposes. Some physical requirements such as lifting and cleaning are required.

Requirements: High school diploma or equivalent and valid Connecticut state driver's license is required. Must be able to obtain DDS medication certification upon hire. Experience preferred.

Benefits for FT: Paid sick, vacation, personal, holiday, Medical, Dental, Short and Long Term Disability and Vision (Employee/Employer paid). Life Insurance and 401K also available.

Benefits for PT 30: Paid sick, vacation, personal, holiday, medical, 401K also available.

Benefits for PT under 30: Paid sick, vacation, 401K also available.

BM-225 A

**Part Time under 30
15 hours per week**

Mon-Fri: 6:30 am – 9:30 am

**Beemix
Program**

BM-225 #17

**Part Time under 30
16.5 hours per week**

Thur: 11:15 pm - 6:45 am

Fri: 11:15 pm - 8:15 am

Openings in Residential (Continued)

Peck Lane Program

222 #21

Part Time under 30
14 hours per week

Thurs & Fri: 2:30 pm - 9:30 pm

Maple Falls Program

FB #3

Part Time under 30
23 hours per week

Sat: 10:00 am - 8:00 pm

Sun: 8:00 am - 3:00 pm

Mon: 2:00 pm - 8:00 pm

FB #4

Part Time under 30
10 hours per week

Sun: 10:00 am - 8:00 pm

FB #5

Part Time under 30
12.5 hours per week

Mon-Fri: 7:00 am - 9:30 am

FB #6

Part Time under 30
8 hours per week

Sat: 9:00 am - 5:00 pm

Openings in Residential (Continued)

Boy Street Program

BS #6

Part Time under 30
17.5 hours per week

Mon-Fri: 6:30 am - 10:00 am

BS #10

Part Time under 30
13.5 hours per week

Sat: 8:00 am - 04:00 pm

Sun: 4 pm - 9:30 pm

BS #11

Part Time under 30
28 hours per week

Sat & Fri: 11:15 pm - 8:15 am

Sun: 11:15 pm - 9:15 am

BS #12

Part Time under 30
28 hours per week

Sat & Fri: 11:15 pm - 8:15 am

Sun: 11:15 pm - 9:15 am

Huntington Woods 2 Program

HW2 #16 205

Part Time under 30
28 hours per week

Fri & Sat: 11:15 pm - 8:15 am

Sun: 11:15 pm - 9:15 am

HW2 #18

Part Time under 30
13.5 hours per week

Fri: 2:30 pm - 8:00 pm

Sat: 8:00 am - 4:00 pm

HW2 #20 205

Part Time 30
30 hours per week

Tues-Thurs: 2:30 pm - 7:30 pm

Fri & Sat: 4:00 pm - 11:30 pm

HW2 #7

Part Time under 30
18 hours per week

Fri. & Sat.: 11:15 pm - 8:15 am

Openings in Residential (Continued)

Max Program

240-12M

Part Time under 30
12.5 hours per week

Mon - Fri: 6:30 am - 9:00 am

15M

Part Time under 30
14 hours per week

Sat - Sun: 2:00 pm - 9:00 pm

Huntington Woods 1 Program

HW1 #19

Part Time under 30
16 hours per week

Sat & Sun: 2:30 pm - 10:30 pm

HW1 #16

Part Time under 30
16 hours per week

Sat & Fri: 10:30 pm - 6:30 am

Openings in Day Programs

Direct Support Professional - DSO - PT 30 (1 opening)

390 Lake Ave.

Part-time: 30 hours per week

Monday-Friday: 8:30 am - 2:30 pm

Job Summary: Work with individuals with physical and developmental disabilities in an adult day program setting. Lifting and transporting of individuals is required.

Requirements: High school diploma or equivalent. A valid state driver's license is required. Experience preferred. Must be able to obtain DDS medication certification and PSL upon hire.

Benefits: Paid sick, vacation, personal, holiday, medical, 401K also available.

SUBSTITUTE INSTRUCTORS NEEDED

Job Summary: Work with adults with physical and developmental disabilities in a variety of program settings.

Requirements: High school diploma or equivalent. Must be 18 or older to apply. Experience preferred.

*****Residential substitutes are required to have a valid Connecticut driver license*****

Openings in Day Programs

ASSISTANT RESIDENTIAL MANAGER (Beemix Program) - FT

Full-Time: 37.5 hours per week

Salary: TBD

Job Summary: The Assistant Residential Manager assists the Residential Manager in overseeing the operation of all assigned residential programs as established by Bristol Adult Resource Center's (BARC) policies, directives and goals. Acts as an advocate for all individuals served. Shares in 24 Hour responsibility for the residential operations. Provides direct care coverage in the absence of other staff. Assists Residential Manager to ensure individuals live in a home-like atmosphere, providing a clean and safe living environment based upon DDS requirements. The Assistant Residential Manager reports to the Residential Manager.

Requirements: A valid state driver's license, a satisfactory driving record and reliable transportation, attends and participates in all required trainings, Public Service License may be required, obtain and maintain required DDS Medication Certification. Working knowledge of computers.

Benefits: Paid vacation, sick, holiday and personal time. Medical, dental and vision. Life insurance and 401K also available.

ASSISTANT RESIDENTIAL MANAGER (Boy Street Program) - FT

Full-Time: 37.5 hours per week

Salary: TBD

Job Summary: The Assistant Residential Manager assists the Residential Manager in overseeing the operation of all assigned residential programs as established by Bristol Adult Resource Center's (BARC) policies, directives and goals. Acts as an advocate for all individuals served. Shares in 24 Hour responsibility for the residential operations. Provides direct care coverage in the absence of other staff. Assists Residential Manager to ensure individuals live in a home-like atmosphere, providing a clean and safe living environment based upon DDS requirements. The Assistant Residential Manager reports to the Residential Manager.

Requirements: A valid state driver's license, a satisfactory driving record and reliable transportation, attends and participates in all required trainings, Public Service License may be required, obtain and maintain required DDS Medication Certification. Working knowledge of computers.

Benefits: Paid vacation, sick, holiday and personal time. Medical, dental and vision. Life insurance and 401K also available.

How To Apply

Qualified candidates can apply to open positions by:

1. Visiting our website at <http://bristolarc.org> and clicking the box "Work With Us"
2. Email resume and cover letter to bristolarc@bristolarc.org
3. Apply in person Monday - Friday, 8:30 am - 4:00 pm at 195 Maltby Street, Bristol, CT 06010.

Bristol Adult Resource Center is an Equal Opportunity Employer.

AA/EOE - Affirmative Action/Equal Opportunity Employer

**Bristol Adult Resource Center
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