

Job Title: One-on-One Services Provider

*The position is part-time hourly, at \$18 /hr. starting with annual cost of living adjustments
Mileage reimbursement is \$.40/mile (while with the person served)
Two weeks annual paid vacation after one year.*

Job Summary: This position provides one-on-one support and supervision for individuals with intellectual/developmental challenges who live at Camphill Village Minnesota (CVM).

You will be working with the person, the person's House Leaders, CVM staff and coworkers, and families, to develop work and life skills, and will take her or him on regular outings in the wider community. Examples of activities include swimming, the library, shopping, plays, concerts, museums and zoos, movies, fair and festivals, sports events, picnics, etc. Many of the individuals served by this position require specialized support, which you will be trained to provide.

The position is available in 3-4 hour blocks, primarily evenings and weekends.

Qualifications

1. 21 years of age or older
2. High school graduate
3. Experience with people with special needs (or commensurate experience)
4. Valid driver's license
5. Must be able to use your own reliable, insured vehicle
6. Ability to read, write, and speak in clear English (the language of the people served); able to effectively communicate with person served and CVM coworkers

Essential Duties and Responsibilities

Administrative:

1. Adhere to the policies of CVM, as well as federal and state HIPPA and Data Privacy Act requirements.
2. Maintain confidentiality of all information involving the person served, family, and employees.
3. Maintain informal but professional dress and appearance appropriate to the activity planned.
4. Be on time, and practice good time management skills.

Services and Procedures:

1. Accompany, and actively engage in, activities as much as possible with the person, in the larger community. **ALL COSTS EXCEPT FOOD FOR THESE ACTIVITIES WILL BE REIMBURSED.**
2. Support the person in accomplishing goals and developing skills, with the activities planned.
3. Use training received and positive supports developed for the person served, to help them avoid behavioral incidents and to redirect him or her when they occur.

Additional Information

- The One-on-One Services Provider will be trained by a CVM coworker and the person served, to build a relationship and observe their interactions, before the he or she works alone with the person.
- CVM will provide substantial paid online and on the job training, which is required before the One-on-One Services Provider begins to work independently with the person served. Paid background checks will be required for the person who is hired for this position, and CVM will cover these costs and any mileage involved.

For more information, or to submit a resume and references, contact Karen Davis-Brown at karen.camphillvillageminnesota@gmail.com