



Designated Coordinator | Camphill Village Minnesota, Inc.

About Camphill Village Minnesota: Since 1980, Camphill Village Minnesota has provided residential and day activity services for adults with developmental disabilities in an inclusive intentional community. There are currently about 40 people including live-in caregivers and their families living together in family style homes with adults with developmental and intellectual disabilities. Everyone works together on our 525 biodynamic acres to grow organic produce, care for farm animals, preserve and prepare food, create artisan crafts, and keep each other healthy and our homes clean and beautiful. Everyone has talents and skills to offer that are appreciated and felt by the community. For a fuller picture of Camphill Village Minnesota, visit www.camphillmn.org

Job Summary: The Designated Coordinator is responsible for reporting directly to the Designated Manager and provides supervision, support, and evaluations of activities for individuals receiving services. The Designated Coordinator complies with Coordinated Service and Support Plans for individuals receiving services according to federal and state regulations and the organization's policies and procedures to ensure the quality of delivery of services to all individuals served.

Contributions and Responsibilities include: The Designated Coordinator must provide supervision, support, and evaluation of activities that include:

- Oversight of the license holder's responsibilities assigned in the person's coordinated service and support plan and the coordinated service and support plan addendum;
- Oversight and implementation of the license holder's responsibilities under Chapter 9544, Positive Support Strategies and Restrictive Interventions;
- Taking the action necessary to facilitate the accomplishment of the outcomes according to the requirements in section 245D.07;
- Instruction and assistance to direct support staff implementing the coordinated service and support plan and the service outcomes; and
- Evaluation of the effectiveness of service delivery, methodologies, and progress on the person's outcomes based on the measurable and observable criteria for identifying when the desired outcome has been achieved according to the requirements in section 245D.07.

Required Skills/Abilities:

- Ability to read, write and speak English at a level that meets the performance requirements; or must be able to communicate in the language spoken by the individual served at a level that meets the performance requirements; whichever is deemed more important by the company.
- Ability to work independently with minimal instruction and make independent decisions when circumstances warrant such action.
- Ability to meet licensing requirements of the state and applicable county.
- Ability to maintain good employee relations and morale.
- Willingness to take initiative and adapt to circumstances.
- Ability to follow daily routines while allowing for flexibility and planning creative alternatives.
- Ability to implement any therapeutic interventions as required.
- Ability to work in a variety of settings and with a variety of level of personal care needs without direct supervision.

- Ability to effectively use a computer and software, calculator, household appliances, smoke alarms, etc. with training.
- Ability to accept and incorporate new methods into existing practices.

Education and Experience: The Designated Coordinator must minimally meet one of the following:

- a bachelor's degree in a field related to human services, and one year of full-time work experience providing direct care services to persons with disabilities or persons age 65 and older;
- an associate degree in a field related to human services, and two years of full-time work experience providing direct care services to persons with disabilities or persons age 65 and older;
- a diploma in a field related to human services from an accredited postsecondary institution and three years of full-time work experience providing direct care services to persons with disabilities or persons age 65 and older; or
- a minimum of 50 hours of education and training related to human services and disabilities; and
- four years of full-time work experience providing direct care services to persons with disabilities or persons age 65 and older under the supervision of a staff person who meets the qualifications identified in clauses (1) to (3).

Salary, Benefits and Schedule: The Designated Coordinator position is salaried, we are offering the salary range of \$42,000 to \$52,000. The position also has benefits that include retirement contribution and vacation. The Designated Coordinator works mainly Monday through Friday with availability for and occasional work outside normal business hours. Hybrid work from home and in office option after initial period.

The Designated Coordinator is not required to live in the community.

To Apply: Please email your resume, cover letter, and salary expectations to HR@camphillmn.org. Resumes will be reviewed as soon as they are received.