



## Creating Opportunities for Recovery

Community Support Services (CSS), a leader in behavioral healthcare for adults living with severe and persistent mental illnesses is in search of **Full Time and Part Time Residential Aides** to assist in the support of residents residing in various residential settings in the community. Provides training and support to the extent determined by each individual's service plan.

### Essential Functions:

1. Implements programming on a one-to-one training basis. May assist in the formulation of the individual's service plan.
2. Makes observations and completes progress notes in accordance with established agency procedures.
3. Assists/trains individuals in daily living skills such as laundry, household, cooking, communication and social skills, recreation, grocery shopping, personal hygiene, and self-care skills as indicated in the service plan.
4. Monitors residents' self-administration of medications according to agency procedures to ensure that proper dosages are taken at specified time intervals.
5. Assists individuals in the proper use of their funds.
6. Monitors the facility grounds and individual living area for appropriate behavior of residents and guests. Redirects residents as appropriate.
7. Assists in crisis resolution using the least restrictive intervention in accordance with established agency procedures.
8. File unusual incident reports in all appropriate occasions as indicated in policies and procedures.
9. Meets periodically with Program Manager, Habilitation Specialist, and Site Supervisor regarding general problems and concerns pertaining to individuals served and their community adjustment.
10. Understands and follows emergency procedures for fires, tornados, accidents or other serious incidents.
11. Assists individuals in obtaining transportation to activities of daily living as needed.
12. Attends staff meetings as assigned.
13. Attends in-service and orientation program sessions as required. Complete and maintain required ODMH training within agency-designated time frames.
14. Observes all rules of confidentiality as it relates to client information both internally and in dealing with outside individual(s) and/or agencies.
15. Responsible for being knowledgeable about client rights and procedures governing them.
16. Performs other duties as directed by supervisor.

### Employment Qualifications:

Minimum of a High School diploma and one year of experience working with the emotionally impaired, developmentally disabled or similar impairments, or post high school education in the human services field equivalent to one year work experience required. Possession of a valid Ohio driver's license and insurability through Agency's insurance carrier required.

To apply, please e-mail resumes and salary requirements/history to: [jobs@cssbh.org](mailto:jobs@cssbh.org)

Community Support Services offers competitive wages, flexible work schedule, generous paid time off, paid life & disability insurance, retirement plans, group medical plans and voluntary dental & vision plans. EOE/M/F/Vet/Disability