

Direct Service Provider 1 & 2



Do you have some experience with individuals who have intellectual or developmental disabilities through volunteering, life, family OR work experience? Do you have computer experience, good oral and written communication skills, and possess the attention to detail needed to complete the necessary paperwork? Do you enjoy working as part of a team being out in the community, and supporting those who are working to live independent lives? Can you work a variety of shifts to include some weekends and overnights? If the answer is yes then we want to talk to you!

We are seeking Direct Service Providers (DSP) interested in assisting our consumers with integration and participation in the community and its activities. We want bright, energetic individuals to provide individualized services to people with intellectual and developmental disabilities in their home, the community or group homes. We provide paid training for you, great benefits and the chance to make a lasting difference in someone's life.

Description: Under the supervision of the Frontline Supervisor, the DSP-I or DSP-II will provide the support necessary for people who experience developmental disabilities to live and participate in their communities and form personal and social relationships with a variety of other people.

The Direct Service Provider 1 & 2 will perform the following essential responsibilities:

- 1) Health and Safety - Provide ongoing monitoring of the health and safety of MSSCA consumers.**
- 2) Person-Centered Services - Provide person-centered services which increase the likelihood that people with disabilities will develop relationships, be part of community life, increase their control over their lives, acquire increasingly positive roles in community life, increase the frequency and quality of interaction they have with unpaid individuals, and develop competencies to help them accomplish these goals.**
- 3) Positive Behavioral Supports - Use Positive Behavioral techniques emphasizing relational, communication and conflict resolution skills to reduce the need for restrictive interventions.**
- 4) Transportation - Provide transportation needed to support consumer activities in employee personal or agency vehicles.**
- 5) Documentation - Demonstrate the ability to document, both electronically and in writing, for effective and efficient documentation, reporting and communication.**
- 6) Financial – Support individuals with banking, budgeting and other financial arrangements as requested by guardian.**
- 7) Be a mentor and participate in job shadowing, teaching and training for Direct Service Providers**

Hours of Work: Part-Time And Full-Time Positions

Must be available to work flexible hours, as needed. Evenings, weekend and holiday work required.

Full Time Benefits Include:

Paid Vacation Leave
Paid Sick Leave
Paid Holidays
Jury Duty/Funeral/ Leave
Personal Leave
Employee Assistance Program
Agency paid Life Insurance
Dental Insurance Available
Major Medical Insurance

Part Time Benefits Include:

Paid Vacation Leave
Paid Sick Leave
Paid Holidays
Jury Duty/Funeral/ Leave
Personal Leave
Employee Assistance Program

Minimum Qualifications: Must have a high school diploma, GED, or demonstrate ability to read written instructions and make appropriate documentation. Must possess the ability to communicate with the recipient which s/he is assigned, and with his or her supervisor. Must be 18 years old. Paid or unpaid experience providing direct care and/or training in a related field of human services. Time management and organizational skills are required for success in this position. Must have a mechanically sound vehicle to use for work. Must have a smartphone with internet service.

Licensure, Certification, Registrations and pre-hire requirements: A current TB test, valid Alaska driver's license with two (2) years licensed driving experience, and proof of automobile insurance must be submitted prior to employment. Successful candidates must submit to a criminal background check as required by state regulation which includes providing one clear fingerprint card before hire. Candidate must also provide five verifiable references

Applications, transfer requests and complete copies of the job description can be obtained at the main office or on our website:

Mat-Su Services for Children and Adults, Inc.,

1225 W. Spruce Avenue, Wasilla, AK 99654.

Website: www.mssca.org/apply Fax:907-352-1249

To turn in application, please fax, upload to our website www.mssca.org/apply , or drop off at the office.

MSSCA is an equal opportunity employer and we value diversity. All employment is decided on the basis of qualifications, merit and consumer need.