

Job Vacancy Notice

FEBRUARY 25, 2010

Andrews Center
P.O. Box 4730, 2323 West Front Street, Tyler, TX 75712
(903) 597-1351

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EQUAL OPPORTUNITY EMPLOYER

THIS BULLETIN SUPERSEDES ANY PREVIOUS BULLETIN

The positions denoted with an asterisk (*) will require the following physical requirements: sight, hearing, speech, lifting (assisting disabled adults with personal hygiene, getting in/out of wheelchair, in/out of bed, and in/out of vehicles), walking, bending or kneeling, and driving a Center vehicle. Positions have frequent physical demand requirements, which include flexibility, lifting and transferring skills, and full range of motion in all joints. Employee will be expected to perform physical agility activities, which relate to the essential functions of the job. Agility requirements include ability to scoot, bend, kneel, lift and carry up to 50 lbs., grasp and perform life saving activities such as CPR, PMAB and First Aid Training Modules.

Bilingual preferred for degreed positions.

An additional step may be awarded for each certification that enhances the position.

Public Notice

Andrews Center is issuing a Request for Open Enrollment Application for the following services: Community Care Provider. These services will be utilized in the Andrews Center Mental Retardation Program. Andrews Center as the Local Authority will assemble a network of service providers to provide family foster care to mentally retarded adults who meet qualification guidelines in Smith, Henderson, Van Zandt, Wood and Rains Counties.

Prospective providers may obtain an application by contacting the Andrews Center, Human Resources, 2323 W. Front St., Tyler, TX, by calling (903) 597-1351 or by E-mail hrinfo@andrewscenter.com.

DRUG FREE WORKPLACE

The policy of the Andrews Center is to maintain a work environment free from the use, possession, or effect of controlled substances and of alcoholic beverages. We recognize that drugs and alcohol impair employee judgment, which may result in increased safety risks, hazards to the public, employee injuries, faulty decision-making, and reduced productivity. Therefore, we expect all employees to be in a state of mind and in a physically fit condition to complete their assigned duties safely and competently during work hours.

RESIDENTIAL TRAINER

POSITION QUALIFICATIONS:

High school education or equivalent. Experience in human service field. Will provide daily living skills to consumers in group home. Must have current Texas driver's license; meet insurance criteria, and ability to pass all applicable training.

LOCATION	POSTED	AVAILABLE	POSITION #	SALARY	SHIFT
Athens Place	12/21/09	12/28/01	544/FT	\$7.78/HR	SLEEPTIME
ATHENS	01/4/10	01/12/10	*1753/FT	\$7.78/HR	SLEEPTIME
CANTON	02/03/10	02/10/10	*616/FT	\$7.78/HR	FLEXIBLE

CASEWORKER/S.T.A.R.

POSITION QUALIFICATIONS:

Bachelor's degree in behavioral science or related field. Experience working with at-risk youth required. Must meet qualifications for QMHP. Direct services to children ages 7-17 and their families meeting referral criteria for the S.T.A.R.-Network Program Grant. Participates in on-call rotation. Will perform family preservation services, crisis intervention, and social skills training for individuals and in groups. Must have current Texas driver's license; meet insurance criteria, and ability to pass all applicable training.

LOCATION	POSTED	AVAILABLE	POSITION #	SALARY	SHIFT
Navarro	02/03/10	02/10/10	*1761/FT	\$ 2168/MO	FLEXIBLE

STAFF PSYCHOLOGIST*

POSITION QUALIFICATIONS:

Person will work in the Early Childhood Intervention Program. Will provide psycho-educational services to individuals, groups and families. Will perform intake evaluations, plan treatment strategies, and implement treatment. Will provide behavioral services to children and families enrolled in the ECI program. Will provide services in the children's natural environment. Will serve as a consultant to assist team members with children with behavioral concerns. Must have a Masters degree with two years' post degree experience and licensed as a LPC or Psychologist Associate Certification." Must have current Texas driver's license; meet insurance criteria, and ability to pass all applicable training." Five years of experience or an additional license/certification may enhance salary

LOCATION	POSTED	AVAILABLE	POSITION #	SALARY	SHIFT
TYLER	09/28/09	10/5/09	*1520/FT	\$3228/MO	FLEXIBLE

***INDIVIDUAL CLASSROOM TRAINER ***

POSITION QUALIFICATIONS:

Must have high school diploma. Must have at least three months experience in a child care facility or with a school district as a classroom aide / teacher or within a developmental disabilities program . Will work one on one with children diagnosis with autism/mental retardation. Will work with a classroom treatment team at the Autism Day Treatment Program. Must have current Texas driver's license; meet insurance criteria, and ability to pass all applicable training.

LOCATION	POSTED	AVAILABLE	POSITION #	SALARY	SHIFT
TYLER	10/5/09	10/9/09	* 1778/FT	\$9.37/HR	FLEXIBLE
TYLER	02/16/10	02/17/10	17768/FT	\$ 9.37/HR	FLEXIBLE

FLOATER- TRAINER

POSITION QUALIFICATIONS:

High school education or equivalent. Experience in human service field. Will provide daily living skills to consumers in a residential facility as a substitute for Smith, Van Zandt and Henderson counties. Must have current Texas driver's license; meet insurance criteria, and ability to pass all applicable training.

LOCATION	POSTED	AVAILABLE	POSITION #	SALARY	SHIFT
VANZANDT	12/03/09	12/10/09	*1775/PT	\$ 8.03/HR	FLEXIBLE
VANZANDT	12/3/09	12/10/09	*1777/PT	\$ 8.03/HR	FLEXIBLE

CLINICAL THERAPIST/DIRECTOR

POSITION QUALIFICATIONS:

Master's degree in human service field with two years of clinical experience with chronically mental illness and/or geriatric patients preferred. LCSW, LPC or other clinical provider license required. Must have current Texas driver's license; meet insurance criteria, and ability to pass all applicable training.

LOCATION	POSTED	AVAILABLE	POSITION #	SALARY	SHIFT
HENDERSON COUNTY	09/09/08	09/16/08	508/FT	\$3559/MO	FLEXIBLE

THERAPIST

POSITION QUALIFICATIONS:

Masters degree in behavioral science. Must have LPC or ACP. Two years of clinical experience and professional mental health services experience preferred. Will provide psychotherapy and psycho-educational services to individual. Will provide day to day operations. Willing to discuss full-time or part-time employment. Must have current Texas driver's license; meet insurance criteria, and ability to pass all applicable training. Must have current Texas driver's license; meet insurance criteria, and ability to pass all applicable training.

LOCATION	POSTED	AVAILABLE	POSITION #	SALARY	SHIFT
TYLER	1/6/2010	1/07/2010	*1697/FT	\$3215/MO	FLEXIBLE

UNIT MANAGER - QMRP

POSITION QUALIFICATIONS:

Must have a bachelor's degree in human service field. Must have management experience and experience working in a residential with people with developmental disabilities required. Will include supervision of staff. Must have current Texas driver's license; meet insurance criteria, and ability to pass all applicable training.

LOCATION	POSTED	AVAILABLE	POSITION #	SALARY	SHIFT
ATHENS	02/17/10	02/24/10	* 1306/FT	\$2393/MO	FLEXIBLE

FEBRUARY 25, 2010 /HR - DD. Carpenter