



Employment Opportunity

Position Available: Team Leader – East Orange, NJ

Summary:

Provides guidance, leadership and motivation to a team of staff members in assigned functional area and takes responsibility for delivery of service to consumers.

Reports to: Service Coordinator, Adult Training Center

Duties:

- Supervises team of Consumer Service Assistants in provision of program activities for several disciplines within assigned area of responsibility
- Meets with team weekly to set and prioritize program objectives and activities for consumers within area of assigned responsibility, measures and evaluates effectiveness of activities and amends as necessary
- Assists team members to guide consumers in pursuit of their IHP goals by implementing documented strategies; facilitates meaningful active participation of consumers
- Provides direct support to consumers for daily needs including transferring, toileting, cleaning, grooming and feeding
- Implements recommendations and/or behavior plans as directed by Behavior Coordinator; successfully completes behavior management training and uses crisis management and personal protective techniques as required
- Supervises maintenance and updating of documentation including Daily Training Records, Behavior charts and reports, incident reports, other reports required by Service Coordinator
- Provides input in development of Individualized Habilitation Plans; makes recommendations regarding a consumer's ability to function within a specific group or discipline

Requirements:

- Bachelor's degree in a human services-related field
- At least two year's experience working with adults in a non-profit service delivery organization
- At least one year's experience in a supervisory capacity
- Successful completion of all steps of CPNJ's Direct Service Professional (DSP) training or an equivalent combination of education and experience
- Demonstrated ability to engage in strenuous physical activity
- Valid driver's license

To Apply:

All interested applicants should direct resumes and inquiries to:

CPNJ

Attn: Human Resources

515 Valley St.

Maplewood, NJ 07040

hrdept@cpnj.org

Fax: (973) 763-9905

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