

# AuSable Valley CMH is looking to fill the position of Residential Staff –AFC-COH - Regular Full-time Position

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AuSable Valley CMHA is seeking qualified and reliable individuals for Residential Staff – Regular Full-time Position. Residential Staff will assist with the operation and supervision of consumers and will provide support as outlined in the consumers' Plan of Services. The staff is expected to teach daily life skills, assist individuals with personal hygiene, meal preparation, medication administration, accompanying individuals on appointments and community activities. Staff will positively assist consumers in achieving greater personal independence, and encourage consumers to be engaged in community activities to the extent that each person chooses to be. This position requires self-motivation, flexibility and the ability to promote a Culture of Gentleness with the desire to do meaningful work and make a difference in someone's life.

**Credentials:** Minimum qualification, High School Diploma or GED (General Education) equivalent. Applicant must be at least 18 years of age; and possess a driver's license valid in the State of Michigan, vehicle insurance as required by Michigan Law, and a good driving record.

The right person will have the ability to demonstrate knowledge of, follow and utilize agency policies, procedures and standards in the provision of services to consumers. Must have completed and be up to date on all initial Residential Orientation Training and quick to learn overall operation of the home as well as individual consumer programs, needs and related tasks. AVMHA is looking for individuals with a proven "track-record" in the following areas: time management, self-motivation, consumer advocacy, and demonstrates the ability to be productive with minimal supervision.

- Substitute Staff who have completed orientation training are eligible to apply
- Internal Full-time staff must meet eligibility requirements for a transfer, per the Personnel Manual policy to apply.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed within the organizational Job Description for this position are representative of the knowledge, skill, and/or ability required. Candidates must be able to work a flexible schedule and travel throughout the Board's coverage area and, at times, around different areas of the state; be a U.S. Citizen or have possession of necessary papers allowing holder to work legally within the United States.

A Pre-Employment Background will be conducted for those positions requiring, but not limited to, any of the following: Criminal (Both State and Federal Finger Printing), Driving, Educational and Employment record verifications/inquiries.

Persons with Lived Experience with mental illness, intellectual/developmental disabilities are encouraged to apply. EOE.

**Excellent Benefit Package includes:**

PTO (paid time off) Accrual Program

Pension Plan

Tuition Assistance Programs

BCBS or Blue Care Network Medical Benefits

Health Savings Account option w/Employer Match and Lump Sum Contribution Benefit

**Competitive Wages:**

Entry Range Floor- RFT (Regular Full Time) \$12.17 an Hour - after required training is successfully completed

**Please provide letter of interest, resume, and three professional references to:**

Send resume and cover letter to: [HR@avcmh.org](mailto:HR@avcmh.org)