



# PERRY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

[www.perrydd.org](http://www.perrydd.org)

David C. Couch, Superintendent

JOB POSTING

*Internal and External Posting*

**POSITION:**

**BEHAVIORAL SUPPORTS SPECIALIST**

**SUPERVISOR:**

COMMUNITY SUPPORTS DIRECTOR

**REQUIREMENTS/QUALIFICATIONS:**

- Bachelor's degree in Psychology, Education, Social Work or related field
- Preferred direct experience completing behavioral support assessments, using behavioral support techniques and developing and implementing strategies and/or plans
- Current and valid Ohio driver's license with own transportation and acceptable driver's abstract to meet criteria for insurability

**KNOWLEDGE/SKILLS/ABILITIES:**

- Knowledge of local systems and resources for children, adults, and their families
- Knowledge of agency, state, and federal statutes governing behavioral supports
- Skills in Microsoft Office 365 including TEAMS, Outlook, and OneDrive
- Skills in excellent verbal and written communication
- Skills in human relations and establishing positive rapport with service providers and staff
- Skills accessing various data information systems
- Ability to define problems, collect data, complete assessments, and maintain effective records and documentation
- Ability to maintain confidentiality

**SALARY:**

- Position is classified, civil service, non-exempt, overtime eligible
- Salary Range 9 starting at \$ 15.57/hour
- Experience and education considered for range placement

**LOCATION:**

601 Senior Drive, New Lexington, OH

Must be able to travel throughout Perry County to support remote work expectations

**SCHEDULE:**

Flexible working hours; but not routinely work more than 40 hours per week. Schedule may include work after normal business hours. Regular, predictable attendance is an essential function of the position.

**APPLICATION PROCESS:** Visit [www.PerryDD.org](http://www.PerryDD.org) or call 740-684-1847 to access the *Employment Application*. Email applications/resumes to Administrative Supports Director Jessica Stroup at [j.stroup@perrydd.org](mailto:j.stroup@perrydd.org).

***Interviews will be scheduled only for those candidates who best meet the above requirements.***

**POSTING EFFECTIVE DATE:** Monday, 11/10/20

**POSTING REMOVAL DATE:** Friday, 11/20/20

Administration  
Office  
5720 State Route  
345 NE  
New Lexington, OH  
43764  
(P) 740-342-3542  
(F) 740-342-1081

Service & Support  
Administration  
445 West Broadway  
Street Suite C  
New Lexington, OH  
43764  
(P) 740-342-0416  
(F) 740-342-5568

Children's Program  
128 South Main  
Street  
New Lexington, OH  
43764  
(P) 740-342-7722  
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