

HMEA Career Opportunities



To apply for any of HMEA's positions please go to <http://hmea.org/careers/job-opportunities/>

Date Posted: July 7, 2016	
JOB TITLE	HOURS/LOCATIONS
RESIDENTIAL PROGRAMS:	
Residential East	
Support Staff- 40 hours <i>Females encouraged to apply</i>	Saturday/Sunday 9:00am-5:00pm, Wednesday/Thursday/Friday 3:00pm-11:00pm Main St. Norfolk, MA
Awake Overnight Support Staff- 30 hours	Thursday/Friday/Saturday 11:00pm-9:00am Holliston St. Medway, MA
Support Staff- 22 hours <i>Females encouraged to apply</i>	Saturday/Sunday 5:00pm-11:30, Wednesday 2:30pm-11:30pm John B Scott Blvd. Norton, MA
Support Staff- 28 hours <i>Females encouraged to apply</i>	Saturday/Sunday 11:00pm-9:00am, Wed 3:30pm-11:30pm John B Scott Blvd. Norton, MA
Float Support Staff- 40 hours	Flexible schedule-second and third shift Float between Attleboro, Medway, Norfolk, Norton
Residential South	
Asleep Overnight Support Staff- 30 hours	Thursday/Friday/Saturday 11:00pm-9:00am Maple St. Franklin, MA
Awake Overnight Support Staff- 40 hours <i>Females encouraged to apply</i>	Monday-Thursday 11:00pm-9:00am Oak St. Swansea, MA
Support Staff- 10 hours <i>Females encouraged to apply</i>	Monday-Friday 6am-8am Weaver St. Fall River, MA
Support Staff- 18 hours <i>Females encouraged to apply</i>	Saturday-5:00pm-11:00pm; Sunday-11:00am-7:00pm; Friday-4:00pm-8:00pm Weaver St. Fall River, MA
Residential West	
Assistant Manager- 40 hours	Tuesday 9:00am-5:00pm, Wednesday/Thursday/Friday 2:30pm-10:30pm, Saturday 8:30am-4:30pm Westboro Rd. North Grafton, MA
Support Staff- 17.5 hours	Saturday/Sunday 4:30pm-10:30pm, Tuesday 5:00pm-10:30pm Westboro Rd. North Grafton, MA
Support Staff- 8 hours	Sunday 8:30am- 4:30pm Westboro Rd. North Grafton, MA
Assistant Manager- 40 hours	Sunday 3:00pm-11:00pm, Monday 2:00pm-9:00pm, Tuesday/Wednesday 2:00pm-11:00pm, Thursday 2:00pm-9:00pm Charles St. East Douglas, MA
Support Staff- 15 hours	Saturday/Sunday 4:30pm-8:00pm, Tuesday/Wednesday 4:30pm-8:30pm Charles St. East Douglas, MA
Asleep Overnight Support Staff-	Thursday/Friday/Saturday 11:00pm-9am

30 hours	Sutton St. Northbridge, MA
Support Staff- 20 hours	Saturday 3:00pm-11:00pm, Sunday 8:30am-2:30pm, Thursday 2:30pm-10:30pm Sutton St. Northbridge, MA
Support Staff- 26 hours	Friday/Saturday 2:30pm-10:30pm, Saturday 10:30pm-8:30am Sutton St. Northbridge, MA
Support Staff- 25 hours	Saturday 9:00am-5:00pm, Sunday 3:00pm-11:00pm, Friday 2:00pm-11:00pm Sutton St. Northbridge, MA
Support Staff- 11.5 hours	Saturday 5:00pm-10:30pm, Sunday 9:00am-3:00pm Sutton St. Northbridge, MA
Program Manager- 40 hours	Sunday 9:00am-5:00pm, Monday 10:00am-6:00pm, Tuesday 12:00pm-8:00pm, Wednesday 9:00am-5:00pm, Thursday 3:00pm-11:00pm Lakeview Drive. Gardner, MA
Asleep Overnight Support Staff- 30 hours	Thursday/Friday/Saturday 11:00pm-9:00am Lakeview Drive. Gardner, MA
Assistant Manager- 40 hours	Tuesday-Friday 2:30pm-10:30pm, Saturday 8:30am-4:30pm Bedford Drive. Grafton, MA
Asleep Overnight Support Staff- 30 hours	Thursday/Friday/Saturday 10:30pm-8:30am Bedford Drive. Grafton, MA
Support Staff- 28 hours <i>Females encouraged to apply</i>	Monday-Thursday 2:30pm-9:30pm, Friday 5:00pm-9:00pm Liberty Lane. Oxford, MA
Personal Support Staff- 20 hours <i>Females encouraged to apply</i>	Saturday 8:30am-1:30pm, Sunday 8:30pm-3:30pm, Monday/Tuesday 4:00pm-8:00pm Liberty Lane. Oxford, MA

Residential North

Float Support Staff- 40 hours	Flexible schedule Worcester, Northboro, West Boylston, Littleton, Holliston
Support Staff- 40 hours	Saturday 8:30am-4:30pm, Sunday 2:30pm-10:30pm, Monday/Tuesday/Wednesday 2:30pm-10:30pm High St. Holliston, MA
Support Staff- 18 hour	Saturday/Sunday 4:30pm-10:30pm, Tuesday 4:00pm-10:00pm High St. Holliston, MA
Support Staff- 40 hours	Saturday/Sunday 9:00am-5:00pm, Monday/Thursday/Friday 3:00pm-11:00pm Maynard St. Northboro, MA
Support Staff- 12 hours	Sunday 9:00am-3:00pm, Friday 3:00-9:00pm Tahattawan Road. Littleton, MA
Support Staff- 15 hours	Monday- Friday 6:00am-9:00am Tahattawan Road. Littleton, MA

DAY SERVICES/EMPLOYMENT

GENERAL STATEMENT OF DUTIES: Promote the values, dreams and potential of individuals with developmental disabilities through education, support and meaningful activities.

MINIMUM QUALIFICATIONS: High school diploma or equivalency. One year experience working with people with developmental disabilities. Valid driver's license. Acceptable driving status, as determined by HMEA insurance company. Use of reliable vehicle, which seats two passengers. Additional specific experience may be required, depending on the needs of the individuals supported. Must be able to perform personal care assistance to the individuals supported in the program.

Support Specialist- 40 hours	<ul style="list-style-type: none"> 40 hours Monday-Friday 8:00am-4:00pm Location: Bellingham Medical Day Habilitation Center
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Support Specialist- 35 hours	<ul style="list-style-type: none"> 35 hour Monday-Friday 8:00am-3:00pm Location: Bellingham Clinical Day Habilitation Center
Support Specialist- 35 hours	<ul style="list-style-type: none"> 35 hours Monday-Friday 8:00am-3:00pm Location: Plainville Day Habilitation Center
Support Specialist- 40 hours	<ul style="list-style-type: none"> (2) 40 hour Monday-Friday 8:00am-4:00pm Location: Plainville Employment Center
Support Specialist- 30 hours, 35 hours	<ul style="list-style-type: none"> 30 hours Monday- Friday 9:00am-3:00pm 35 hours Monday-Friday 9:00am-4:00pm Location: Hopedale Employment Center
Support Specialist- 40 hours, 35.5 hours	<ul style="list-style-type: none"> (2) 40 hours Monday-Friday 8:00am-4:00pm (2) 35.5 hours Monday/Tuesday/Thursday/Friday 8:30am-3:30pm, Wednesday 8:30am-4:00pm Location: Millbury Day Habilitation Center
Support Specialist- 40, 37.5 hours	<ul style="list-style-type: none"> 40 hours Monday-Friday 8:00am-4:00pm Monday-Friday 7:30am-3:00pm Location: Sterling Day Habilitation Center
Unit Supervisor- 40 hours Millbury Employment Center(2) and Plainville Employment Center Bachelor's degree in related field preferred; experience may be considered in lieu of degree with approval of Vice President Three or more years experience working in related field Previous supervisory experience preferred	
Clinical Support Specialist- 40 hours Millbury Day Habilitation Center Work in partnership with day program staff to ensure that all aspects of behavior support strategies are being implemented as designed <ul style="list-style-type: none"> High School Diploma (Bachelor's Degree preferred) At least 1 year of experience with the implementation of behavior intervention strategies for individuals with disabilities, ability to analyze, evaluate and plan effectively. Demonstrated superior communication skills Computer literacy skills (especially WORD and EXCEL) Driver's license and use of a reliable vehicle; Acceptable driving status as determined by HMEA insurance company 	
Developmental Specialist- 40 hours Millbury Day Hab Monday-Friday 8:00am-4:00pm Sterling Day Hab Monday-Friday 8:00am-4:00pm Bellingham Clinical(2) Tuesday-Saturday 8:00am-4:00pm AND Monday-Friday 8:00am-4:00pm Community Partners Monday-Friday 8:00am-4:00pm Bachelor's degree in Human Service/Special Education, or related field (Alternative to a degree must have at least two years of work experience in a training program for persons with Developmentally Disabled) One year experience in training program for the MR or developmentally disabled One year supervisory experience Valid driver's license; Acceptable driving status as determined by HMEA insurance company Use of a reliable vehicle which seats two passengers	
Adult Family Care Recruiter- 20-30 hours Franklin Admin Office AFC Recruiter in the Adult Family Care (AFC) Program who will utilize interpersonal and marketing skills in an effort to grow HMEA's Adult Family Care program. Bachelor's/Bachelor's Social Work degree with two years' experience in the care of disabled or elderly persons Valid driver's license and acceptable driving status, as determined by HMEA and vehicle Ability to work as individual and as part of a team in a reliable and responsible manner Additional languages a plus.	
Shared Living Recruiter/Trainer- 40 hours Franklin Admin Office Recruit, Train and Qualify Shared Living Providers for the Shared Living Program. Two years' experience in the human service field	

Bachelor's degree in Special Education, Humans Services or related field preferred; Associates degree in human service plus two additional years' experience in the field man be consider with approval

Director of Workplace Learning and Performance [Franklin Admin Office](#)

Bachelor's degree required; Experience in Instructional Design, Adult Education, or similar major is a plus.
 Masters Preferred
 5 years' experience working in all functional areas within a training and development organization, preferably within the human services environment
 5 years experience with curriculum design, delivery and maintenance, in both instructor-led and eLearning methodologies in mid-size to large organizations.
 Experience with current and emerging eLearning technologies(content development tools, social learning concepts)
 A track record of success in managing programs/processes to develop capabilities across staff
 Experience managing training grants preferred

To apply for any of the above positions, please email your applications to Jobs@HMEA.org

CHILDREN'S SERVICES

Behavior Therapist-
 multiple openings due to expansion.

Seeking motivated individuals with experience working with children with autism/PDD to be home-based ABA instructors. Full and part time opportunities in the **Boston, South East and Central MA.**
Qualifications:
 * Bachelor's degree in related field is required for FT employees
 * Vehicle required
 * Experience with ABA is preferred

Board Certified Behavior Analyst, BCBA – 40 hours

The position is responsible for overseeing a caseload of children, aged 2-22 years. Responsibilities include assessing skill levels and behavioral support needs, designing and developing teaching programs to address skill acquisition targets, and developing behavioral support plans as needed. BCBA will be training staff in the provision of the direct services, monitoring for quality control, data analysis, and consulting with families and other professionals.
Requirements:
 * Licensed Behavior Analyst
 * BCBA
 * Demonstrated experience working with children with autism
 We offer a collegial atmosphere where behavior analysis learning is supported. Competitive salary with a full benefit package. Travel within a designated region is required on a daily basis. Schedule may include 2-3 late afternoons weekly; must be able to work up until 6PM.
 Location: **Central Mass, Southeast MA**

Head Teacher [Darnell School Hudson, MA](#)

Masters degree in Special Education or related field. Massachusetts Licensure as a Teacher of Students with Moderate Disabilities or as a Teacher of Students with Severe Disabilities. BCBA preferred.
 Knowledge of special education regulations and the IEP process.
 A minimum of three years experience working with people with autism/PDD, preferably with children.
 A minimum of one year supervisory experience.
 Demonstrated skills in applied behavioral analysis and design of educational programs
 Demonstrated interpersonal skills.

Job Coach [Central MA- Milford, Franklin, Northbridge, Worcester, Auburn and Bolton](#)

TRACS program is seeking a dedicated full time job coach to work in the central mass area and surrounding towns.
Qualifications:
 A high school diploma is required along with 1-2 years of experience working with individuals with disabilities.
 Candidates must have a valid driver's license, a reliable vehicle and a clean driving record.

To apply for any of the Children's Services positions, please email
your applications to Childrenservicesjobs@hmea.org