



A Community Mental Health / Developmental Disabilities/ Addictive Diseases Program

# Client Support Worker

## Job Information

**Job Type:** Part-Time

**State Pay Grade:** C

**Program:** Forestwood GH

**Location:** Muscogee County

**Posting Date:** 01/05/2018

**Application Deadline:** Open Until Filled

**Position Open to:** All qualified applicants

\*\*\*ENTRY SALARY may be adjusted depending upon the selected candidate's qualifications and agency budget considerations. \*\*\*

Submit Completed State of Georgia application to Recruiter:

**New Horizons Behavioral Health**  
1215 2<sup>nd</sup> Ave  
Columbus, Georgia 31901

**Fax:** (706) 317-5004

**Email:**  
[jobs@nhbh.org](mailto:jobs@nhbh.org)

**Website:** [www.nhbh.org](http://www.nhbh.org)

## Job Description

Under general supervision, cares for residents in a residential environment or in a group home. Houseparent regulates, documents, and reports resident behavior/progress on an ongoing basis. Employee maintains a clean, healthy and safe environment. Duties may also include meal preparation, bathing, and ambulation.

### Minimum Qualifications:

Applicant must have a high school diploma or GED as well as any combination of training and experience that has allowed the applicant to acquire the necessary knowledge, skills, and abilities to work with individuals with mental disabilities and/or addictive diseases. Applicant must have insured vehicle available for work; as well as a **clean Motor Vehicle Report**. Please specify shift preference on application (1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> shifts are available.).

### Preferred Qualifications:

Experience in working with individuals with developmental disabilities is preferred.

The selected applicant must furnish the required documentation authorizing work in the United States as well as pass a criminal background investigation and drug screening.

New Horizons Community Service Board does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its program or activities. An applicant who has a disability which requires special accommodations should contact this office.

**NOTE: APPLICATIONS WILL BE SCREENED AT THE PREFERRED LEVEL.**

**Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. We are also unable to contact applicants who are not selected for a position. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by Human Resources to continue the hiring process.**

**This position is subject to close at any time once a satisfactory applicant pool has been identified.**