

## Internal/External Job Announcement

**Employer: CHILD DEVELOPMENT CENTER INC**

**Open Date:** 04/11/2019

**Close Date:** Open until filled. First review of applications will be April 19, 2019.

**Openings:** 1

**Job Title:** Supported Living Specialist

**Salary:** \$15.50/hour, DOE, Career Ladder Eligible

**Location:**

Kalispell CDC Office

1725 MT Hwy 35

Kalispell, MT 59901

**Agency Overview:**

The Child Development Center is a nonprofit who partners with families to help them support their children with developmental delays and disabilities where they live, play, and grow. We work in our families' homes and communities across western Montana. The Center is headquartered in Missoula, MT, with an additional office in Kalispell. Most of our services are provided at no cost to families.

**Job Details:**

The Supported Living Specialist position will provide the day to day operation and quality assurance of the Supported Living Program. This position will include supervisor and operational duties to expand opportunities for persons served to participate in their home and community life as they and their families choose. This position includes direct support and on-call responsibilities, along with supervisory and administrative tasks.

**Qualifications:**

A bachelor's degree from an accredited college or university with emphasis in early childhood, special education, psychology, or closely related human service discipline is required.

Travel is required, so applicant must possess a valid Montana driver's license and have reliable insured transportation. Applicant must also have the ability to pass a background check.

**Benefits:**

The Child Development Center offers a competitive salary and excellent benefits. All full-time employees receive a benefits package including health, dental, & vision insurance, health savings account with employer contribution, medical and dependent care flexible spending accounts, a 401(k) retirement account with employer contribution, life insurance, generous paid vacation, holidays, sick days, and access to a full range of social services through our Employee Assistance Program.